

How I Do iTunes U

By Doug Grezeszak

1. Research & put together resources to use – this is most important part.
 - a. Borrowed a lot from many sources
 - i. Fast fact sheets from publisher
 - ii. Glossary sheets from publisher
 - iii. Notes from other IB websites
 - iv. Videos from You Tube
 - v. Materials from our book
 - b. Manipulate those sources to make them easy for me to use. – keep all these files organized in folders by the benchmarks.
 - i. Break up the pdf of the book into many pdf's according to the benchmarks in the course.
 - ii. Download all the videos so students will be able to use them without a VPN.
 - iii. Split up the answers to all the question sets and worksheets provided by the publisher and use preview to turn the question sets and answers into one pdf so that students can find the answers.
 - iv. Divide up the syllabus so that the appropriate part can be included in each part.
 - c. Get all resources put together so that all courses can be built at once.
2. Build the courses
 - a. Start with a post of resources for the entire topic starting with the part of the syllabus for this topic
 - b. A few posts for each benchmark
 - i. A post for reading materials and videos for benchmark 1 of the topic including the part of the syllabus for this benchmark
 - ii. A post for worksheets and or simulations or other resources for this benchmark.
 - iii. Have them take a quiz for this benchmark.
 - c. After (b) is done for each benchmark, include some self checking tests over the whole topic
 - d. Have them take the test. At this time outline what must be shown to demonstrate further learning for a 1st, 2nd, and maybe even a 3rd retest so there is no doubt.
3. Start all the courses at once and do a particular task for all of the courses at the same time so you can keep the wording consistent. Consistency is the key. Learn from Henry Ford, an assembly line is the most efficient way to produce a product, boring but it gets the job done with high efficiency and quality.