

# Releasing Course Content

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**RELEASING COURSE CONTENT .....1**

DATES ..... 2

*Setting Dates*..... 2

RELEASE CONDITIONS..... 3

*Understanding Release Conditions* ..... 3

        Checklist ..... 3

        Survey Completion ..... 4

CREATING A RELEASE CONDITION ..... 4

REUSING RELEASE CONDITIONS ..... 4

*Attach an existing condition* ..... 5

*Removing Additional Release Conditions*..... 5

BEST PRACTICES FOR CREATING RELEASE CONDITIONS - FROM D2L CREATED MATERIALS ..... 5

*Set up conditions before users access the course* ..... 5

*Avoid unnecessary conditions* ..... 5

*Avoid circular references*..... 6

*Avoid impossible conditions* ..... 6

*Avoid contradictory conditions* ..... 6

EXAMPLE RELEASE CONDITION SCENARIOS ..... 6

*Scenario 1:*..... 6

*Scenario 2:*..... 7

*Scenario 3:*..... 7

*Scenario 4:*..... 7

*Scenario 5:*..... 7

PUBLISH STATUS..... 7

*To change the publish status of module:* ..... 7

*To change the publish status of a topic:* ..... 8

The Release Conditions feature in D2L allows faculty to create a custom course path by releasing content by start date/end date, under specific conditions, and/or by publish status. Content can be released based on date, group membership, quiz grades, quiz completion, survey completion, checklist completion, etc. Once created, these properties can be deleted or modified.

Instructors can put dates and release conditions (and change publish status) on the following items:

- Checklists
- Content modules and topics
- Custom widgets
- Discussion forums and topics
- Dropbox folders
- Grade items and categories
- Online rooms
- News items
- Quizzes
- Surveys

## Dates

### Understanding Dates

Allows faculty to limit student access to content during a specified time period.

- Start Date: The date students can access the item.
- Due Date: The date the item is due.
- End Date: The date students can no longer access the item.

NOTE: Settings dates for modules and/or topics does not hide the content from students in the Table of Contents. They display in the Table of Contents, but aren't accessible. To hide content from students, please see the "Publish Status" section of this document.

### Setting Dates

If the dates are set on the module, all topics within that module are affected.

1. From the Course Home page click on the **Content** link in the red Navigation bar under the **Course Elements** drop-down menu. The Manage Content page appears.
2. For the desired module click the "Add dates and restrictions..." link. Or, for the desired topic, click on **Edit Properties In-place**  under its context (drop-down) menu and click the "Add dates and restrictions..." link.

3. Enter the start date, due date, and end date for the module or topic.
4. To set a start, due or end date:
  1. Click the “Add due date...” link
  2. Enter the date by typing the date in the text box or selecting the date from the calendar.
  3. Enter the time by typing the time in the text box or selecting the time from the drop-down menu.
5. Click on the **Update** button to save your changes.

## Release Conditions

### Understanding Release Conditions

#### Checklist

Allows faculty to release content to students who have completed a checklist or a checklist item.

#### Classlist

Allows faculty to release content only to specific students, based on group enrollment, org unit (course) enrollment, section enrollment, or unit role, or date or enrollment.

#### Content

Allows faculty to release content only to students who have visited a content topic or all content topics.

**NOTE:** The All Content Topics Visited condition requires users to visit all modules within your course. You cannot specify only a single module. If you want to create a condition that would make a tool available only after a user has completed a specific module, create a condition using the Content Topic Visited option and require that they visit the last topic within the applicable content module.

#### Discussions

Allows faculty to release content only to students who have authored a discussion post in a topic or based on their score (from an associated rubric).

**NOTE:** For the Discussion Messages Authored in Topic condition, if messages posted to the selected topic require approval, this condition is only satisfied once messages are approved.

### Dropbox

Allows faculty to release content only to students who submitted to Dropbox, have received feedback on their Dropbox submission, or based on their score (from an associated rubric).

### Grades

Allows faculty to release content only to students who achieve a certain grade value on a grade item or based on their score (from an associated rubric).

### Quiz Scores or Completion

Allows faculty to release content only to students who achieve a certain score on a quiz, completed a specified quiz in the course, obtained a score on selected questions, or obtained a score on an associated rubric.

### Survey Completion

Allows faculty to release content only to students who have completed a specified survey in your course.

## Creating a Release Condition

If a release condition is set on the module, all topics within that module are affected.

1. From the Course Home page click on the **Content** link in the red Navigation bar under the **Course Elements** drop-down menu. The Manage Content page appears.
2. For the desired module click the “Add dates and restrictions...” link. Or, for the desired topic, click on **Edit Properties In-place**  under its context (drop-down) menu and click the “Add dates and restrictions...” link.
3. Click the **Create** button under Release Conditions.
4. Select the Condition Type from the **Condition Type** drop-down menu.
5. After you’ve selected the Condition Type, the Condition Details options will appear. Select the appropriate option from the **Condition Details** drop-down menu.
6. Click on the **Create** button to create the release condition.
7. Click on the **Update** button to save the release condition to the content.

## Reusing release conditions

If you’ve already created a condition and want to apply the same condition to another item, you can quickly select the condition from a list of existing conditions in your course using the Attach Existing button. This saves you entering the criteria a second time. When you attach an existing condition from another item to a second item, the two conditions are not associated in

any way. If you change the condition on either item or remove the condition from either item it has no effect on the other.

### **Attach an existing condition**

1. Go to the desired item in Table of Contents and locate the release conditions area.
2. Click on the **Browse** button.
3. Select the condition. Tip: To narrow the list of conditions, choose the tool the condition is based on from the "View Conditions for:" list.
4. Click on the **Attach** button.
5. Click on the **Save** button, if applicable.
6. Click on the **Update** button to save the release condition to the content.

### **Removing Additional Release Conditions**

1. Go to the desired item in Table of Contents and locate the release conditions area.
2. Click the release conditions area.
3. Click the **X** that appears after the release condition to delete a single release condition.
4. Or, click the delete icon to delete all release conditions.
5. Click on the **Update** button.

## **Best practices for creating release conditions - From D2L Created Materials**

### **Set up conditions before users access the course**

Create all of your course materials and set up your release conditions before the course opens to users. This gives you a chance to check for mistakes in the conditions or for circular, contradictory, or unnecessary conditions. If you add new release conditions after users have accessed the course, users might be confused by resources disappearing. Since conditions cannot be reset, you also risk having users meet conditions before your resources are ready (e.g., accessing a content topic before it is finished).

### **Avoid unnecessary conditions**

Each condition you associate with a tool takes additional time for Learning Environment to process. Using as few conditions as possible to set up a learning path minimizes the amount of time that users spend waiting for pages to load.

For example, say for your second week of class you have set up a content topic, a quiz, and a Dropbox folder. You want to require users to read the topic before taking the quiz, and you

want them to read the topic and attempt the quiz before submitting the week's assignment to the Dropbox folder. On the Dropbox folder, you only need to attach the condition that users attempt the quiz; you know they must read the content topic before they can take the quiz, so there's no reason to add this condition to the Dropbox folder as well.

### **Avoid circular references**

A circular reference makes it impossible for users to satisfy a set of conditions. For example, if you set the condition that users must view a content topic before they can access a Dropbox folder, and then set a condition that they must submit a file to the Dropbox folder before they can access the content topic, you have a circular reference. Users can't satisfy either condition without satisfying the other one first.

Circular references are more likely to occur with long chains of conditions. For example, a content topic that depends on a quiz that depends on a Dropbox folder that depends on a checklist that depends on the content topic.

### **Avoid impossible conditions**

Ensure that your conditions are not impossible for users to satisfy. For example, a condition that users must achieve greater than 100% on a grade item would be impossible (unless bonus marks are available for the item). If users are unable to satisfy a condition, they are unable to access the content or tools to which the condition is attached.

### **Avoid contradictory conditions**

Contradictory conditions occur when two or more conditions that cancel each other out are associated with an item. For example, the conditions "User must achieve greater than 49.9% on Grade Item 1" and "User must achieve less than 50% on Grade Item 1" are contradictory. Users could not satisfy both conditions at the same time; they would not be able to see the item associated with these conditions.

## **Example release condition scenarios**

### **Scenario 1:**

Release content based on learning ability and course performance. Instructors can include additional content in the course specifically for users who need extra help and release this content to users who score below a specified threshold on a quiz or grade item. Alternatively, instructors could release a special Dropbox assignment to course users who attain a high score.

**Scenario 2:**

Release content in stages to reveal content topics to users only after they have read prior content, attach release conditions on the later topics or modules that require users to view earlier topics. This can provide a clear path through the material and prevent users from becoming overwhelmed by a large table of contents at the start of the course.

**Scenario 3:**

Release content based on enrollment date. If the course has rolling enrollment, so students can begin and complete the course at various times, instructors can set course materials and assessments to become available relative to a users' enrollment date. This allows you to provide a structured path through the course for every user regardless of their enrollment date.

**Scenario 4:**

Customize content for groups within a course. If the course has group projects and each group must be provided different instructions or resources, instructors can create separate content topics or modules for each project and attach release conditions based on group enrollment. Group members working on one project will see content related to their work without being distracted by content not relevant to them.

**Scenario 5:**

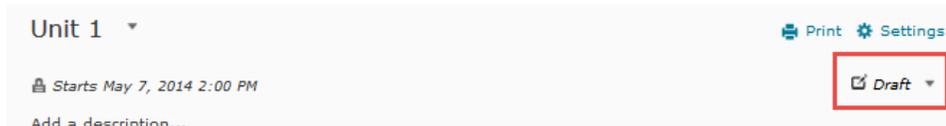
Use a checklist to organize activities. Instructors can create a checklist that lists the activities users should complete throughout the course. For example, a checklist for the first week might include reading the course's introductory content, posting a message to an introductory discussion topic, and submitting a list of learning goals to a Dropbox folder. You can set release conditions based on users checking off items from their checklist. For example, you might release a news item on your course's homepage once users check off that they have completed the first week's activities.

**Publish Status**

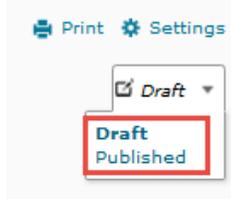
Instructors can hide course materials from students by leveraging the publish status option. If you set a module's publish status to draft, it and all of its contents are hidden from students. If you set a topic's status to draft, only the topic will be hidden from students.

**To change the publish status of module:**

1. Go to the desired module in Table of Contents.
2. Click the publish status menu on the right.

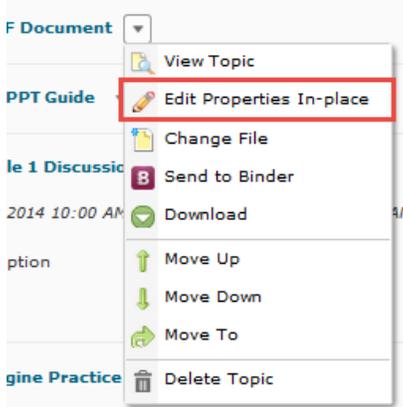


3. Select the desired status (publish or draft) from the drop-down menu.

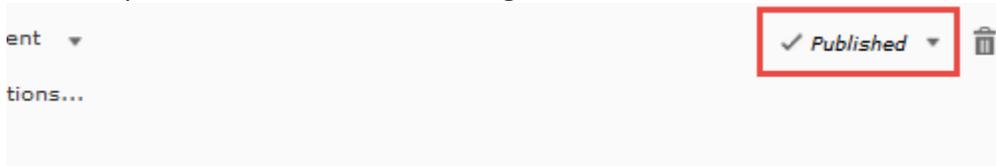


**To change the publish status of a topic:**

1. Locate the desired topic within the Table of Contents.
2. Click the **context (drop-down) menu** next to the topic's name.
3. Select **Edit Properties In-place**.



4. Click the publish status menu on the right.



5. Select the desired status (publish or draft) from the drop-down menu.

