D2L Brightspace Learning Management System

Connecting with my students in myTUTor

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Staying connected with your students and facilitating their learning expectations regarding your module and course material is paramount to their learning journey. *my*TUTor enables you as a lecturer to connect with your students in various ways.

Q: **How can I connect with my students in *my*TUTor?**

A: *my*TUTor provides you with the following ways of connecting with your students:

- **Write an announcement** on your course homepage – to share important information, updates, or positive messages with your students. Reduce learner anxiety by keeping your class in the know at all times, maintain lecturers' presence no matter the distance, and save yourself time by streamlining course news. Or record a video announcement!

- **Send an email** – the *my*TUTor internal email tool facilitates efficient and centralized communication to your students. Remember to make use of the Intelligent Agent (refer to Staff Top Tip #18) and Release Conditions (refer to Staff Top Tips #6 and #7) functionalities to customise your email communication. Emails sent from *my*TUTor are sent to the student's TUT4life email address. When a student emails you, an orange dot will appear next to the envelope icon at the top of your screen.

- **Use the Calendar** – the Calendar alerts students to upcoming events such as Assignments that are due or Quizzes that must be taken by a specific date. You should schedule your online MS Teams (refer to Staff Top Tip #10) classes from the Course Calendar.

- **Use Discussions** – you can connect with your students by setting up Discussion Forums and Topics.

Note: The SMS functionality is currently not available in South Africa. Global/TUT wide Announcements can only be posted on the myTUTor landing page by contacting the myTUTor Service Desk.

*my***TUTor**

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