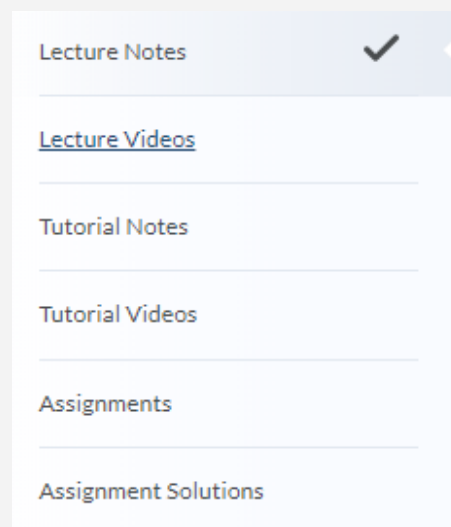


# 1.8 Avenue Best Practices

This tutorial discusses Avenue Best Practices. We highly recommend following these tips to make students' transition to online learning as easy as possible.

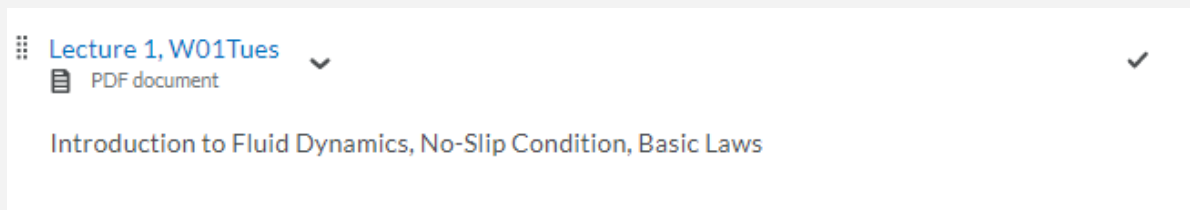
## STEP 1

Create organized modules for Lectures, Tutorials, Assignments, Solutions, etc. Make sure any files you put into these are named appropriately and consistently. For example, Lecture 1 W01Tues. See **Tutorial 1.2.1**.



## STEP 2

Add in descriptions to notes you upload to help students quickly navigate the content. See **Tutorial 1.2.3**.



# 1.8 Avenue Best Practices

## STEP 3

If you constantly update the files you upload, keep track of those updates for students. This can be done in the description section of the module. See **Tutorial 1.2.1**.

### Lecture Notes Print

Lecture 2 - 06/09/2019 (1:30PM) covered until slide 18 of Part 1 Lecture Series

Lecture 3 - 06/09/2019 (3:30PM) covered until slide 32 of Part 1 Lecture Series

In-class exercise in slide 26 is also posted

Part 1 Lecture Series has been updated - 13/09/2019

Part 2 Lecture Series is updated - 20/09/2019

## STEP 4

Create the full gradebook in advance. Seeing grade allocation in one spot can be very helpful for students, especially as grades start updating through the semester. View **Tutorials 1.5**.

### Grades Print

Grade Item	Points	Weight Achieved	Grade
Assignments		- / 10	
Assignment 1	- / 10	- / -	
Assignment 2	- / 10	- / -	
Assignment 3	- / 10	- / -	
Midterms		- / 40	
Midterm 1	- / 10	- / -	
Midterm 2	- / 10	- / -	
Final Exam	- / 10	- / 50	

# 1.8 Avenue Best Practices

## STEP 5

If there are assignments in the course, create those assignments and set future release dates for them. Even if the file is not ready to upload, you can still create them. You can also apply this to quizzes and even lecture notes. This will be extremely helpful for online learning as time management will be more important than ever. See **Tutorial 1.4**.

### Assignments

[Help](#)
[View History](#)

Folder	Completion Status	Score	Evaluation Status	Due Date
No Category				
<a href="#">Assignment 1</a>	Not Submitted	- / 10		May 22, 2020 12:11 PM
Assignment 2 Opens May 29, 2020 8:11 AM		- / 10		Jun 5, 2020 12:12 PM
Assignment 3 Opens Jun 5, 2020 8:12 AM		- / 10		Jun 12, 2020 12:13 PM
Midterm 1 Opens Jun 12, 2020 8:13 AM		- / 10		Jun 19, 2020 12:13 PM
Midterm 2 Opens Jun 13, 2020 8:14 AM		- / 10		Jun 20, 2020 12:14 PM

## STEP 6

Ensure that if there are any announcements to students you create a New Announcement. Otherwise, students may not get a notification and may miss out on important information. See **Tutorial 1.1.1**.