

Introduction

CourseWorks features the Face Book, a tool that can help instructors and TAs to associate students' names and faces. The Face Book uses photos from the registrar. Students' photographs are available in the Face Book as soon as their registration information goes to CourseWorks.

Getting started

To access this feature, log in to CourseWorks and locate your course. In the left-hand navigation menu, select "Settings." (Fig. 1a)

On the Settings page, click the "Set Members" button. (Fig. 1b)



Fig. 1: The Face Book is available from the Settings page for each course

On the "Set Members" page, click "View Face Book." (Fig. 2)



Fig. 2

The Face Book

You will see each student's photograph above his or her full name and e-mail address. (Fig. 3)

If you have more than 40 students, you will need to use the arrows or page numbers to navigate the Face Book. (Fig 3a)

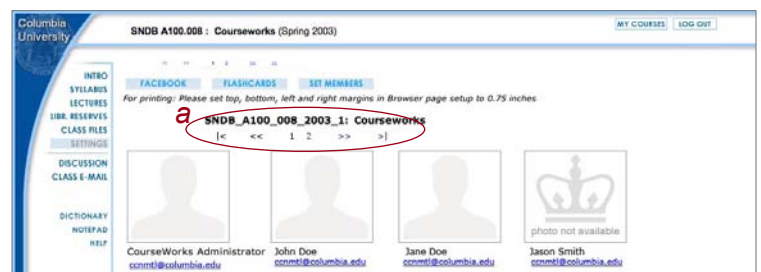


Fig. 3

Flashcards

In addition, CourseWorks' Flashcards feature allows you to quiz yourself on students' names. To do so, follow the detailed instructions on the Flashcards introduction screen to view each student's photograph individually. When you are ready, click "Show Info" to see the student's name. Use the "Restart" button to randomize the Flashcards and start over.

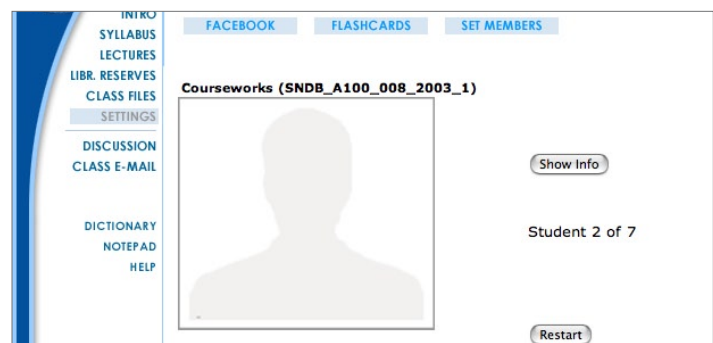


Fig. 4