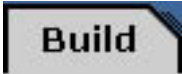


Vista Section Roles and Functions

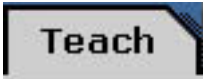
Build - Teach - Student View Tabs



Build

From the Build Tab, Section Designers can

- Create Discussion topics, Assignments, and Assessments, and Learning Modules
 - Add Tools to the Toolbar
 - Add Organizer Pages with text and links to Content Files, Assessments, Discussion Topics, Assignments, and Learning Modules
 - Send Mail and post Discussion messages
 - Upload and manage files
-



Teach

From the Teach Tab, Section Instructors can

- Access the Grade Book, Group Manager, Reports and Tracking, Selective Release Map, and Settings.
 - Enroll and remove members (Students, TAs, Designers)
 - Edit settings for existing Assessments and Assignments
 - Create Discussion topics, post messages, and grade Discussion posts
 - Add the Syllabus tool and upload an existing syllabus document
 - Send Mail and Announcements
-



Student View

From the Student View Tab, Section Instructors and Designers can

- See exactly what students in that section will see
 - Take quizzes, post Discussion messages, send Mail, submit Assignments, and view Grades
-

FAQs Related to Roles

1. What roles will I be given when I use PeopleSoft to request a Vista site for my class?

The requesting (primary) instructor for a Vista class section will be enrolled as both Section Designer (Build Tab) and Section Instructor (Teach Tab).

2. How do I add an additional Members, such as another Designer to my Vista class section?

Use the Teach Tab to access the Gradebook. Use Add Members button at bottom of Gradebook.

3. How do I add an additional Instructor to my Vista class section?

This task requires enrollment at a higher level in the Learning Context Hierarchy. Contact the IRC for help with this.

4. Why is the author of my Discussion post or Mail message listed as Student xxxxxxx, Demo ?

If an instructor uses the Discussion Tool or Mail Tool while in Student View, the author will be listed as Student xxxxxxx, Demo. When these tools are used from the Build Tab or Teach Tab views, the author will be listed as the instructor.

5. Why can't I upload a file or add a link to a file from an Organizer Page?

These are Build Tab (Designer Role) tasks. Individuals with only the Instructor Role (Teach Tab) cannot perform these tasks.

6. Why can't I access the Gradebook to see the students who are enrolled in the course?

Individuals with only the Designer Role (Build Tab) do not have access to the Gradebook in Vista.
