Instructor setup guide

Set up a whole term of whiteboard teaching assignments in one sitting. Each one gets its own student link and ready-to-paste instructions.

Open Instructor setup

- Go to your chalkcast address with **?setup** on the end: **https://drsrennie-stack.github.io/student-teaching-studio/teaching-studio.html?setup**
- Bookmark it. Students never see this page.

Set up your assignments

1 Fill in one box per assignment

- Name, for example Week 3.
- The problem students will solve. Write your own, or press "Choose from the question bank".
- The rubric, one item per line, up to 12 (optional).
- The time limit: 2, 3, 5 or 10 minutes.
- Press "Add another assignment" for each week.
- Optional: add your course or college name. Students see it beside the chalkcast name.

2 Make links and instructions

- Press "Make links and instructions".
- Each assignment gets a student link.
- Each one also gets written instructions with the problem, the steps and the rubric.
- Each one has two extended-time links, time and a half and double time. Send one privately to a student who has that accommodation.

3 Paste into your course

- Press "Copy instructions" and paste into the assignment in your course site.
- The formatting and the clickable link come with it.
- "Copy all instructions" copies every week at once.

4 Let students upload files

- Set the assignment to accept file uploads and allow more than one attempt.
- With Canvas Studio on, students see a Studio tab there.
- They submit the video on the Studio tab, then the PDF as a second attempt.

Question bank

- Press "Choose from the question bank" inside any assignment box.

- Pick a unit and a competency. Each competency has multiple choice questions and draw to know it prompts.
- Press "Use this question". The problem and a starter rubric fill in, and you can edit both.
- The starter rubric describes the process, such as labeling and explaining, so it guides students without giving away the answer.
- The bank starts with human anatomy.

Assignment defense

Ask one student a short follow-up question about work they already turned in.

1 Write the question

- Scroll to "Assignment defense" in Instructor setup.
- Type the assignment title and your question.
- Pick the recording time: 60, 90, 120 or 180 seconds.
- Choose whether the student may use the whiteboard.

2 Send the link

- Press "Make defense link".
- Copy the message and send it to the student. The question is not in it.
- Copy the record of the interaction for your own files.
- For a whole class, use "Many defense links at once". Paste one question per line or choose a file, then press "Make all links".
- Each question gets its own link. Copy the table into a spreadsheet or download it as a file.

3 What the student sees

- The rules, then the camera and microphone check.
- The question appears when they press "Begin Defense", and recording starts at the same moment.
- One attempt, with no pause, restart or second recording.
- Copy and the right-click menu are turned off on the question.
- Recording stops when time runs out.

4 What comes back

- The video and a PDF, uploaded to your course like any other assignment.
- The PDF has a defense record page: the question, when it appeared, when recording started and ended, and any times the page lost focus, a copy was blocked, or a screenshot key was pressed.

What students turn in

Video	The whiteboard as the student draws, the student in a camera circle beside it, and their voice. The problem shows at the top of the board.
Whiteboard PDF	Every page of the whiteboard, plus a last page listing the rubric and which items the student checked off.

Good to know

- Your entries are saved in this browser on this computer only. Press "Save my assignments to a file" to move them to another computer or share them with a colleague, and "Load assignments from a file" to bring them back.
- The problem, rubric and time limit travel inside the link, so keep the problem to a few sentences.
- Pictures cannot travel in the link. Students add them with "Add a picture".
- A student could edit a link. The problem is printed in their video and PDF, so you would see it.
- In a defense, the one attempt rule is kept on the student's own device, and the question travels inside the link. chalkcast cannot detect a second device, and a focus change is not proof of misconduct. A screenshot cannot be blocked. The record lists a screenshot key press when the browser reports one, but it cannot show every screenshot or a phone photo.
- The interaction record supports a review of instructor-initiated contact. It does not by itself establish compliance with regular and substantive interaction rules.
- If you share the plain address with no assignment link, students type their own problem.
- The camera and microphone are required. Check your college's policy and have an alternative ready for students who need one.
- Canvas Studio adds automatic captions to the video. Review and publish them before you show a video to a class.
- Students who cannot draw with a mouse, finger or stylus can type text with the keyboard.
- Canvas does not take a Studio video and a file in the same submission, which is why the PDF goes in as a second attempt.
- Not using Canvas Studio? Untick the Studio box in setup and students upload both files together.

Privacy. chalkcast has no accounts, no server and no tracking. A student's video, voice and whiteboard stay on their own device until they upload the files to your course.

Tested in desktop Chrome. Safari, Edge, Chromebook and iPad are still being tested.