

Sandbox Management

Introduction

Sandbox courses are made available to professors so they may explore DC Connect tools and features, or develop new content, in a private space. The ability to create and manage sandbox courses is now available to faculty through the Sandbox Management widget found on the My Home page of DC Connect. The purpose of this document is to outline the steps professors can take to create and manage their suite of sandbox courses.

NOTE: The maximum number of sandbox courses professors can create using the Sandbox Management widget is six.

Content

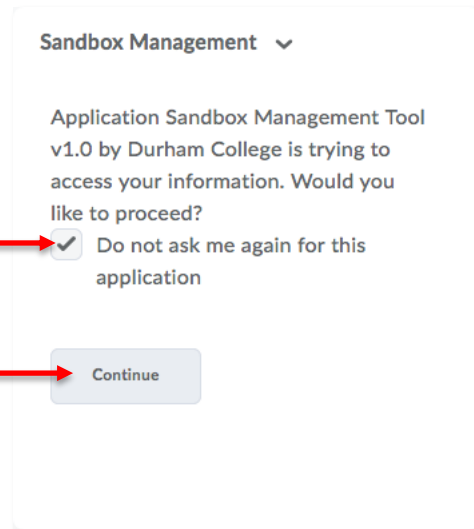
This document covers the following topics:

- How to Access the Sandbox Management Widget
- Managing Sandbox Courses
 - Adding a New Sandbox
 - Renaming a Sandbox
 - Deleting a Sandbox

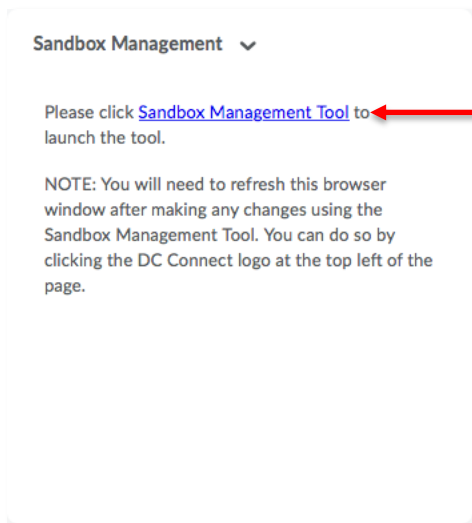
How to Access the Sandbox Management Widget

The **Sandbox Management** widget can be found on the **My Home** page of DC Connect. It is situated in the right-hand column of the main page, below the Updates and SALS ONLINE widgets. You may need to scroll down the page to bring it onto the screen, especially if you have undismitted DC Connect Announcements.

When you first access the application, click the **Do not ask me again for this application** checkbox and then the **Continue** button.



This step simply allows the system to automatically name and enroll you as the Instructor of the newly created course. There is no security risk.

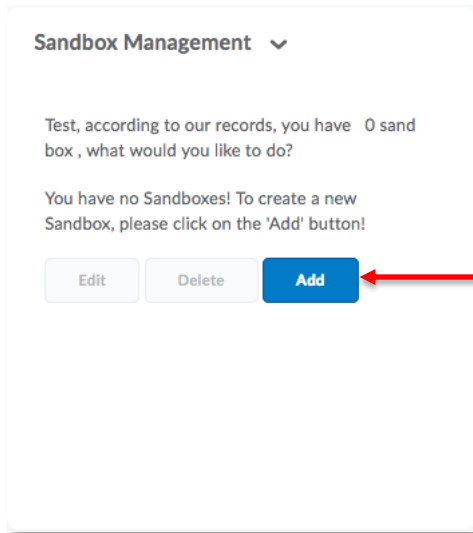


NOTE: If you are using the Safari browser on an Apple computer, the tool can only be used by having it open in a new window.

Click on the **Sandbox Management Tool** link to open it.

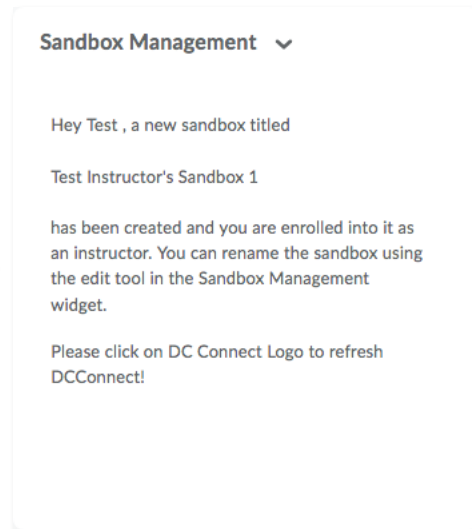
Managing Sandbox Courses

Adding a New Sandbox



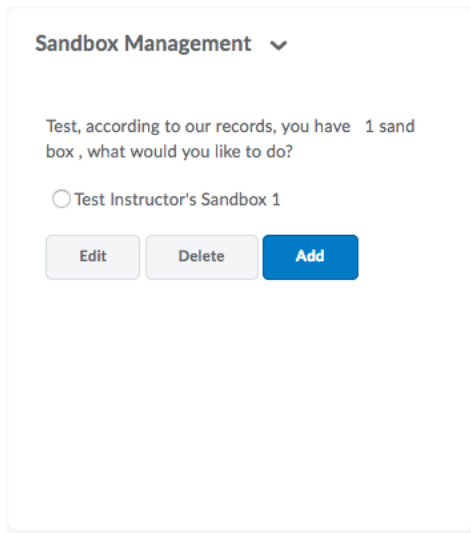
To create your first sandbox course, click the **Add** button in the **Sandbox Management** widget.

An information page will display to confirm the creation of the new sandbox.



Refresh your browser, or click the DC Connect logo to reload the page and see the result.





The very first sandbox you create will be titled **(Firstname) (Lastname)'s Sandbox 1** and will automatically be populated with a course template that you can repurpose.

NOTE: Each time you Add a new sandbox, the system looks to the existing ones to determine what the new name should be. If there is no existing "Sandbox 1", then "Sandbox 1" will be used and the template automatically copied into it. If you would like a completely empty sandbox, be sure not to rename Sandbox 1.

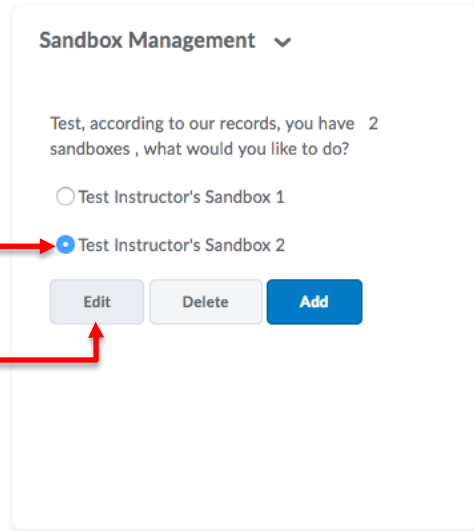
All new sandbox courses are automatically **Pinned** in your list of course.

Renaming a Sandbox

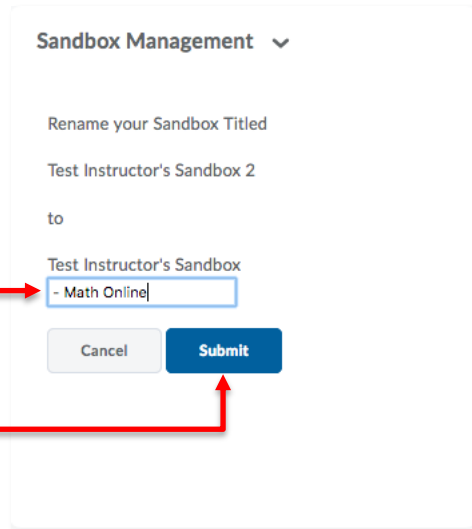
To rename an existing sandbox course, select the appropriate sandbox by clicking its radio button...



...and then click the **Edit** button.



Click in the text input field to edit the name of your selected sandbox.



Sandbox Management ▾

Rename your Sandbox Titled

Test Instructor's Sandbox 2

to

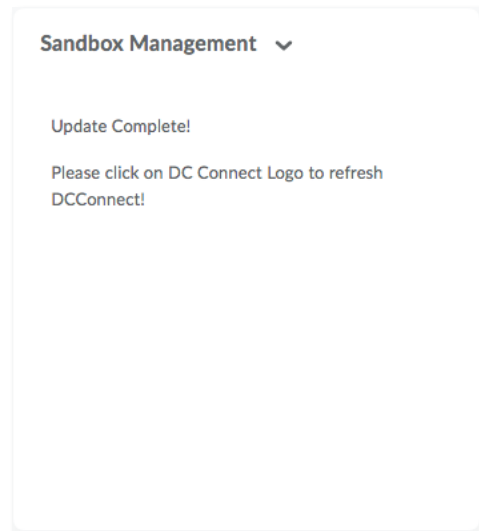
Test Instructor's Sandbox

- Math Online

Cancel Submit

Click the **Submit** button to affix your changes.

An information page will display to confirm update.



Sandbox Management ▾

Update Complete!

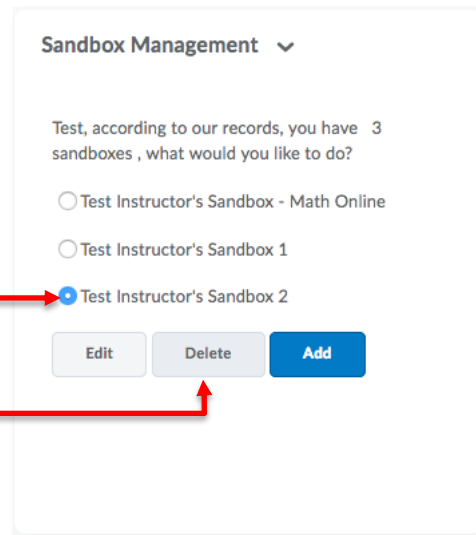
Please click on DC Connect Logo to refresh DCCconnect!

Refresh your browser, or click the DC Connect logo to reload the page and see the result.



Deleting a Sandbox

To delete an existing sandbox course, select the appropriate sandbox by clicking its radio button...



Sandbox Management ▾

Test, according to our records, you have 3 sandboxes, what would you like to do?

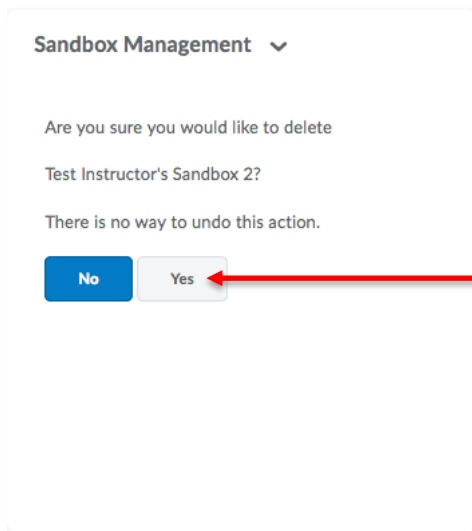
Test Instructor's Sandbox - Math Online

Test Instructor's Sandbox 1

Test Instructor's Sandbox 2

Edit Delete Add

...and then click the **Delete** button.



Sandbox Management ▾

Are you sure you would like to delete

Test Instructor's Sandbox 2?

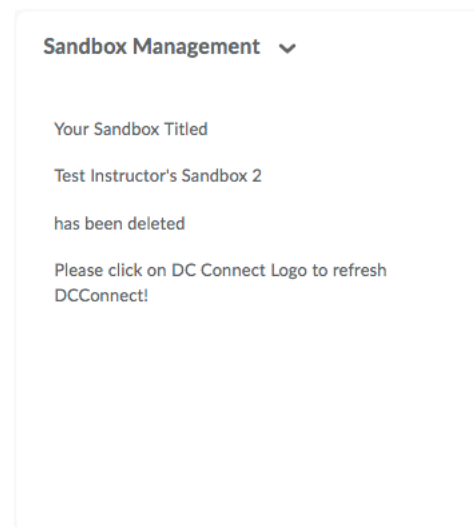
There is no way to undo this action.

No Yes

An information page will ask you to confirm the delete process.

Click the **Yes** button if you are confident you wish to delete the selected sandbox.

An information page will display to confirm update.



Sandbox Management ▾

Your Sandbox Titled

Test Instructor's Sandbox 2

has been deleted

Please click on DC Connect Logo to refresh DCCconnect!