

PUBLISHING YOUR COURSE ON ITUNES UNIVERSITY

WHAT IS ITUNES U?

A free online resource created and maintained by Apple to allow universities and individual instructors to publish curriculum online.

WHY SHOULD I USE IT?

Although there are many good ways to put your curriculum online (Dropbox, google drive, etc), iTunes U is designed specifically to publish curriculum, so has a number of features that the others lack. You can upload course outlines, lecture slides, reading assignments, audio, video, and pretty much anything else you can think of. All of this content will download automatically to your students' iPads or iPhones, and will update automatically any time you make changes.

SOUNDS GREAT, WHAT'S THE CATCH?

iTunes U works best if you are already using (or plan to use) iPads in your curriculum. If your university is already signed up for iTunes U, your students can also view your course on a Mac or PC, but if you are using an individual account (as we will do here), they will only be able to see your course on iOS devices (iPads and iPhones).

OK, I'M SOLD. HOW DO I GET STARTED?

First, you'll need to create an Apple ID. If you have any Apple device (iPhone, iPad, Mac), you probably already have one, but it's best to create a separate one that you use to store all your courses. This way, you can give other people (such as your program coordinator) access to it as well.

To create an Apple ID:

- Go to: <https://appleid.apple.com>
- Click on "Create an Apple ID" and then fill out all the information on the next page.
- I suggest using the name of your school and program as the first and last name, as well as the username. For example, I used:
 - First name: UCSD
 - Last name: Psychiatry
 - Apple ID: ucsdpsychresidency
- For the rest of the information, you can make up a date of birth, answers to security questions, use your program's mailing address, etc. Just make sure you store all this information in case you ever need it to recover your Apple ID (i.e. if you forget the password).

Now you're ready to create your course. Apple already has a great set of instructions for how to do this at:

http://www.apple.com/support/itunes-u/docs/iTunesU_CourseCreation_0812.pdf

Note: you can skip the part about creating an Apple ID since you've already done that. Start with the "Getting Started" section on Page 2. The first time you log in, you'll have to fill out an instructor profile. Again, I would use your program's information to complete this section. Once you're logged into iTunes U, there is also an extensive help section.

A FEW TIPS ON COURSE CREATION

- Most people should choose “self-paced” for the type of course. It’s the more flexible option and displays better on the iPad.
- If you already have a detailed course outline with a lot of subheadings, remember that only the main headings will actually show up in the “topic” drop-down field when you are creating posts.
- Although it takes a little longer, give all your assignments/attachments a description. It looks nicer on your students’ iPads and makes it easier for them to navigate the course.
- Once you upload a document, it’s available for use in all your courses. When you go to “Attach Material” in a post, choose “From my Materials”.
- If you’re not sure whether you’ve already uploaded something, you can search for it in the “Materials” section.
- Unless you really want to individually approve each student enrolling in your course, save yourself time by setting your course to “Auto-enrollment”. This will automatically approve enrollment for anyone using the correct enrollment code (which you give you).
 - (Admin > Enrollment > Auto-approve enrollment)
- You can add additional instructors to a course so that other faculty members can also create assignments, add materials, etc.
 - (Admin > Instructors > +Add contributor)