

Blackboard - Course Overview



St. Lawrence College

This manual contains pertinent information about viewing courses and their material in Blackboard.

Ontario Learn

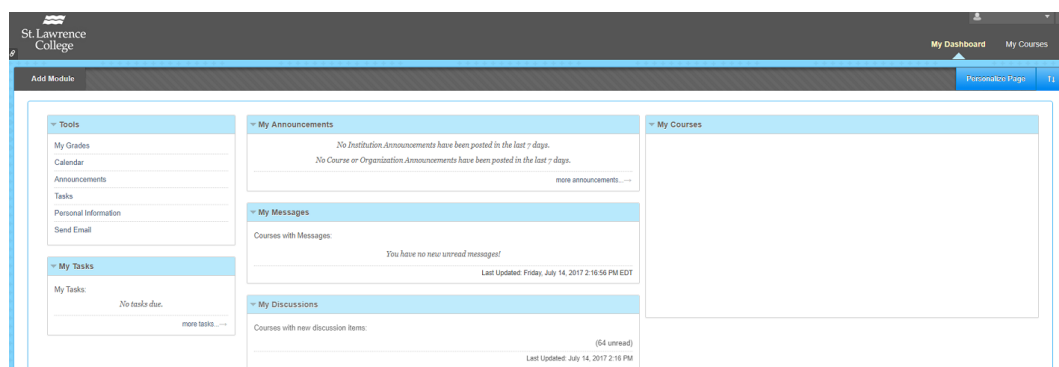
Blackboard Dashboard

About

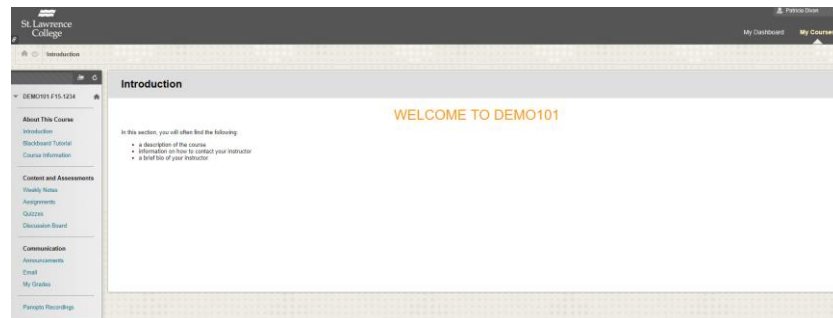
Blackboard is an extension of the classroom online. Your Blackboard account will provide access to communication from instructors and course content, such as course outlines or assignments. *Please note that not all courses will have the same design in Blackboard, as instructors will modify the course to meet their own needs.*

Course Overview

1. You will first need to log in to your Blackboard account. When you log you in to your blackboard account, it will open to your dashboard.



On the right hand side, under **My Courses**, you will see a list of the courses that you are enrolled in. To enter the course, click on the course name/ course code. This will open the course introduction page.



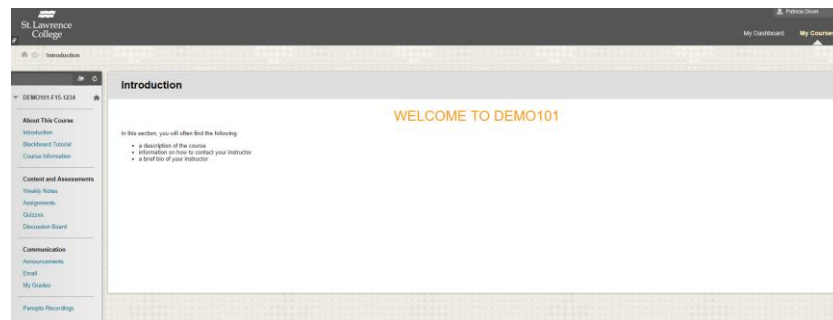
On the left hand side of the screen you will see the course menu. This is divided in to three sections, **About This Course**, **Content and Assessments**, and **Communication**.

Blackboard Dashboard

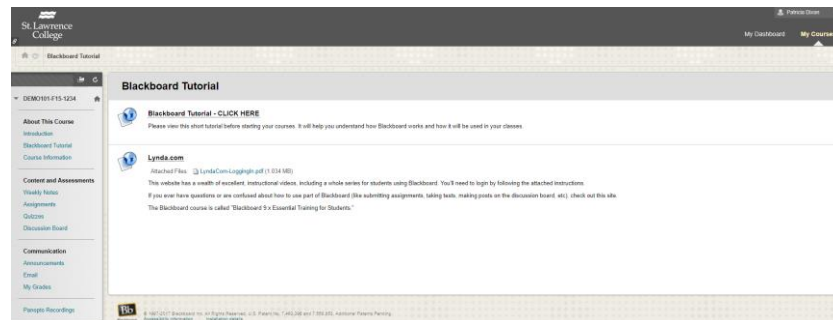
About This Course

Under About This Course you will find the following pages:

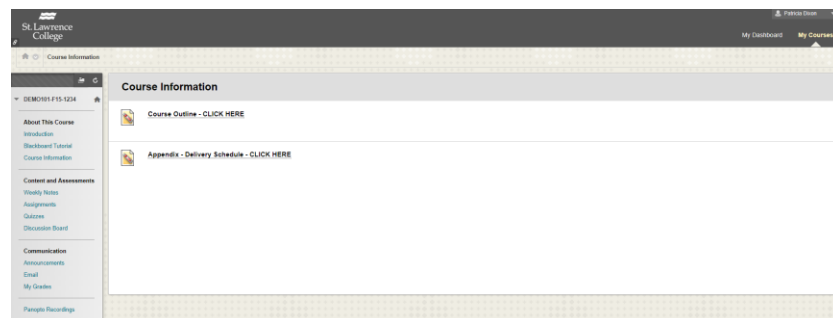
Introduction: Here you will often have a brief overview of the course, an introduction of the instructor or other information that the instructor feels is important that all students have access to.



Blackboard Tutorial: Here you will find information on how to use blackboard and a link to Lynda.com. For more information about accessing Lynda.com, please see our How to guide on Lynda.com.



And **Course Information:** This page will include course outlines and appendix as needed for the course. Any other documents that the instructor feels are necessary for all students to complete the course may also be placed here.

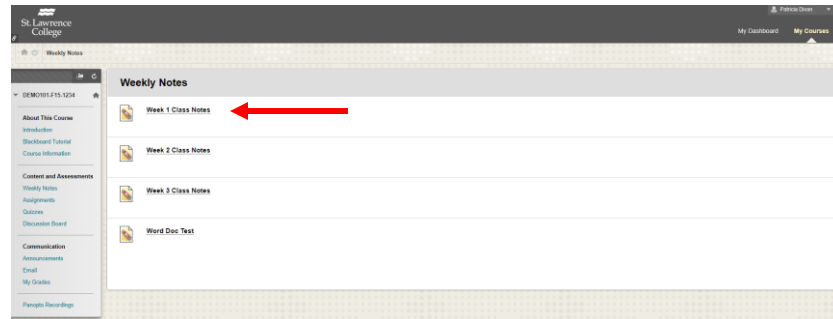


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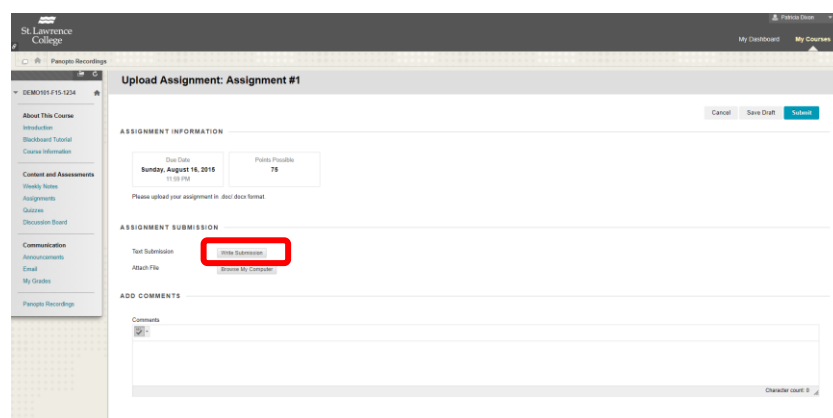
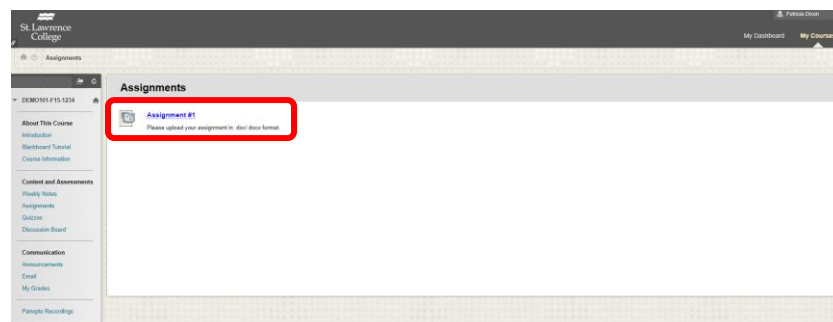
Content and Assessments

Under Content and Assessments you will find the following pages:

Weekly Notes: will contain information about each week of the course. This will include PowerPoint slide, handouts, suggested readings, and any other materials that the instructor selects to use during the course.

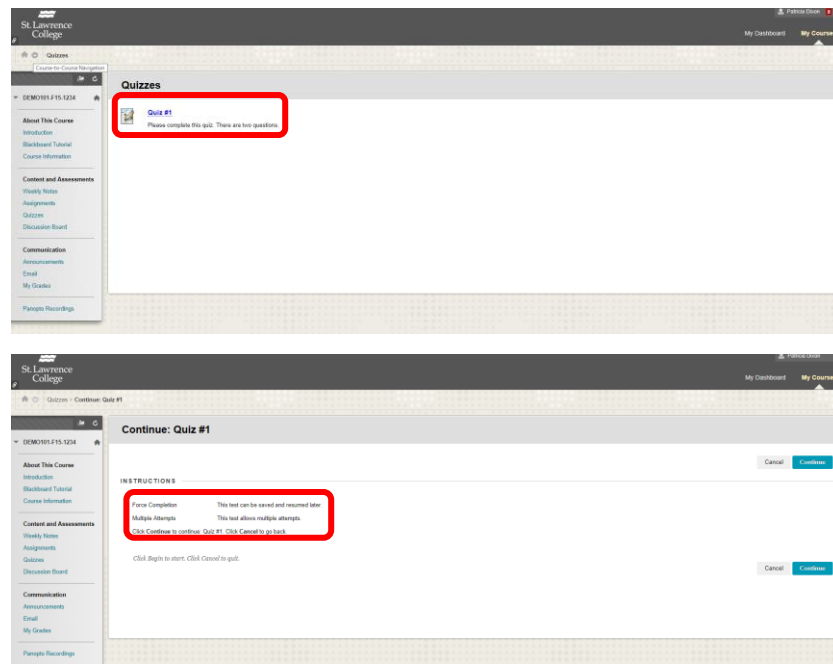


Assignments: will contain online assignment submissions. You will be able to either submit a saved document or type a document directly in the submission box. *Please remember to follow the instructions outlined by your instructor as to how they would like to receive the submission.*



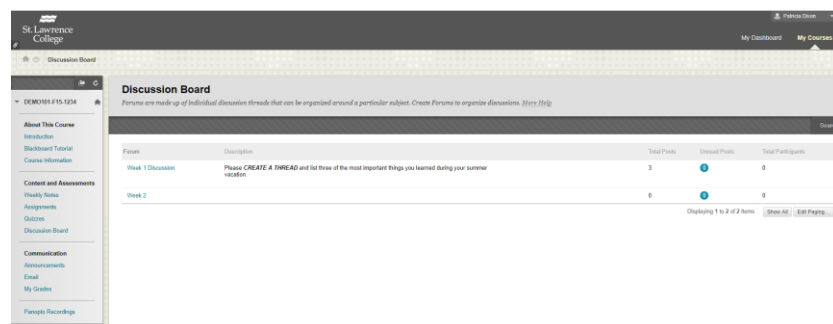
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Quizzes: will contain online quizzes. Please pay special attention to the number of attempts for each quiz and the time you are (able to stay) active (in the quiz?). If your Blackboard page remains idle for more than 30 minutes, you will lose any unsaved data and may not be able to restart the quiz.



The first screenshot shows the Blackboard Quizzes page. A red box highlights the 'Quiz #1' entry, which includes the text 'Please complete this quiz. There are two questions.' The second screenshot shows the 'Continue: Quiz #1' page. A red box highlights the 'Force Completion' and 'Multiple Attempts' options, with explanatory text: 'Force Completion: This test can be saved and resumed later.' and 'Multiple Attempts: This test allows multiple attempts. Click Continue to continue Quiz #1. Click Cancel to go back.'

Discussion Board: will be a continuation of classroom discussions online. Here you will need to start a thread to begin a conversation, and then you and other students will be able to comment back to each other. The instructor may have guided discussions where there is a topic to be discussed or there may be an open forum to discuss any topic mentioned in the course.



The screenshot shows the Blackboard Discussion Board interface. It features a table with the following data:

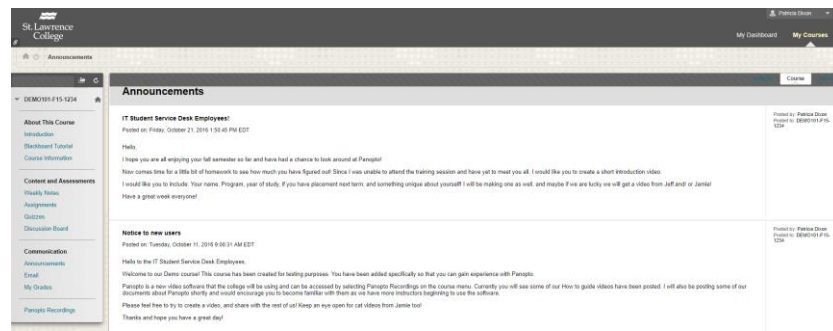
| Forum | Description | Total Posts | Unread Posts | Total Participants |
|-------------------|---|-------------|--------------|--------------------|
| Week 1 Discussion | Please CREATE A THREAD and list three of the most important things you learned during your summer vacation. | 3 | 1 | 0 |
| Week 2 | | 0 | 1 | 0 |

At the bottom of the table, it says 'Displaying 1 to 2 of 2 items.' and there are 'Show All' and 'Set Pages' buttons.

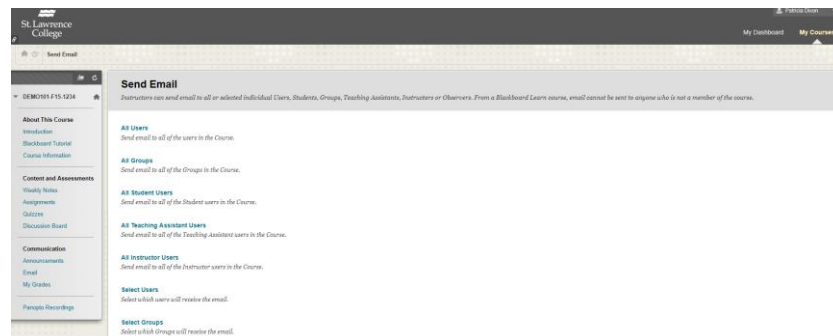
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Communication

Announcements: Here you will be able to see any announcements that have been sent out related to this course. This will typically be sent out by the instructor and may include reminders, class cancellations, or any other important information.



Email: Here you will be able to send emails to other members of the course. Depending on the option selected, you will be able to send to the whole class, selected members of the class, and the instructor. *Please note the email will be sent from your student email account and any reply will be received at your student email account.*



My Grades: Here you will be able to see your grades throughout the semester. *Please note if you are not able to see all of your graded work, select ALL at the top of the screen. Additionally, final marks are not posted to Blackboard. Final marks for a course will be posted to Slc.me under the Grades icon at the end of the term.*

