Thu, Jul 31, 2003 -- Orientation to Blackboard Training Site

Welcome to the Blackboard Training Site. This site is designed to give you an overview of Blackboard our Course Management System (CMS) and allow you to become familiar with how the CMS works. If you have questions after reviewing the training site, please contact the HelpDesk or your instructor.

This site is for informational purposes only. Any sample assignments or features shown are examples ONLY.

The Announcement Area (where you are presently) is where your instructor will post current notices or information about your course. Some instructors post Announcements on a regular basis (every Monday and Friday) or intermittently. Be sure to click on All Announcements (on the top tab) to see previous Announcements. The most current Announcement may be at the top of the bottom of the page - depending on how the instructors chooses to post the Announcement. CHECK BOTH PLACES!!

On the left side of your screen, you should see the following list of buttons/links (Navigation Buttons). Please take the time to click on each button and go through the information provided in order to familiarize yourself with the Blackboard (BB) system.

- Announcements
- Course Information
- Staff Information
- Course Documents
- Assignments
- Communication

February 01, 2006 - February 08, 2006
Course Information

- **Syllabus**
  This folder contains information about course objectives, test requirements, major assignments, and grading policies.

- **Course Navigation Guide**

- **How this Course Works**
  This folder has all the help you'll need to function successfully in your online course.

- **Course Schedule**
  This folder provides a brief, overall schedule for the semester.

- **Other Information**
  Your instructor is free to place information anywhere in the course. If you do not find what you are looking for, proceed through the course before you contact your instructor for help.

  Please select the Staff Information button on the left side of the screen.