Welcome to Blackboard @ UTHSC!

Getting Started for New Student Users

1. LOGIN

- http://courses.uthsc.edu
- Click "Login here" button at the right
- Username: NetID
- Password: NetID password
- On "Welcome" page: Course List. Click course link to enter
2. COURSE HOME PAGE

- Announcements (if any) will appear first, to the right. Tip: Many instructors use the Announcements section to display important information. Check it often.
- Use Course Menu buttons to navigate through the course.
- Buttons/Links represent content areas (hold documents, assignments, etc.) and Blackboard tools (e.g., Discussion Board)
- Click button to see content or tools to the right of the Course Menu.
3. ACCESSING CONTENT (docs, tests, web links, etc.)

- Click content area button to see content.
- Click links to view docs or take tests or surveys
- Tip: Sometimes content is directly displayed on the page. There is no need to click.

4. BASIC BLACKBOARD TOOLS

<table>
<thead>
<tr>
<th>Contacts</th>
<th>Send Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructors can post contact information about themselves and others.</td>
<td>Send email messages to different types of users, system roles, and groups.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Discussion Board</th>
<th>Tasks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Create and manage Forums within the Discussion Board.</td>
<td>Use tasks to keep track of work that must be completed. Each Task has a status and a due date.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Glossary</th>
<th>TurningPoint Registration Tool</th>
</tr>
</thead>
<tbody>
<tr>
<td>View a list of important terms and their definitions.</td>
<td>Turning Technologies Response ID Registration</td>
</tr>
</tbody>
</table>

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<tr>
<th>Groups</th>
<th>Wikis</th>
</tr>
</thead>
<tbody>
<tr>
<td>Create and manage formal groups of students to collaborate on work.</td>
<td>Create and manage wikis for Courses and Course Groups</td>
</tr>
</tbody>
</table>

- Select Tools from the Course Menu (if available)
- From there you have access to the Discussion Board, you can send e-mail (send ot others in course only)
5. LOGOUT -- VERY IMPORTANT WHEN IN COMPUTER LABS

- Always click Logout button AND
- Close browser window after each session on public computer
- TIP: This prevents others from seeing your personal information

6. FOR HELP, GO TO...

- Your instructor for course-related problems (ex. missing content, grade issues)
- http://courses.uthsc.edu/upgrade2012/v9tutorials.php for Knowledge Base (e.g., forgot username or password)
- Marc Farmer (bb@uthsc.edu or 901.448.1927) for access-related or technical problems (e.g., you can't log in, elements of Blackboard not working)

TIPS FOR BEST PRACTICES IN BLACKBOARD

- Bookmark http://courses.uthsc.edu, not the page where you actually type in your username and password. Bookmarking the actual login page will lead to problems.
- Disable pop-up blockers when in Blackboard, or set your blocker to accept pop-ups from http://courses.uthsc.edu. This will give you complete access to all tools in Blackboard.
- See more tips at http://courses.uthsc.edu