


What is Blackboard?

Students will be accessing Blackboard for each of their courses. It will be easier for them to navigate if instructors organize content in a consistent way. Algonquin requires that the first four buttons be Announcements, Course Information, Staff Information and Course Documents. Additional buttons, and custom buttons, may be enabled. See the tip sheet "Manage Course Menu" for information on creating custom buttons.

	<p>Use these tabs to move between folders (opening window, courses and college services.)</p> <p>Give instructions, post reminders and dates, tell students where to find files (recommendation: update weekly)</p> <p>Course Outline; Weekly syllabus; Evaluation scheme; Policies; Instructions about tests</p> <p>Name; Office and hours; Phone; E-mail; Brief 'bio' (photo)</p> <p>Readings; Supplementary material; Lecture notes; PowerPoint presentations</p> <p>Required activities that contribute to final marks; rubrics, evaluation details; deadlines</p> <p>Collaboration (chat); Discussion Board; Group Pages; Roster; Send E-mail</p> <p>Read and post to Discussion forums (may also be accessed through Communication)</p> <p>Hyperlinks to useful websites</p> <p>Calendar; Digital Drop Box; Glossary; Tasks, View Grades</p> <p>Map showing the location of all files</p> <p>Instructor's entry point for managing course/making course available to students</p>
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