

Lesson: Blackboard Introduction



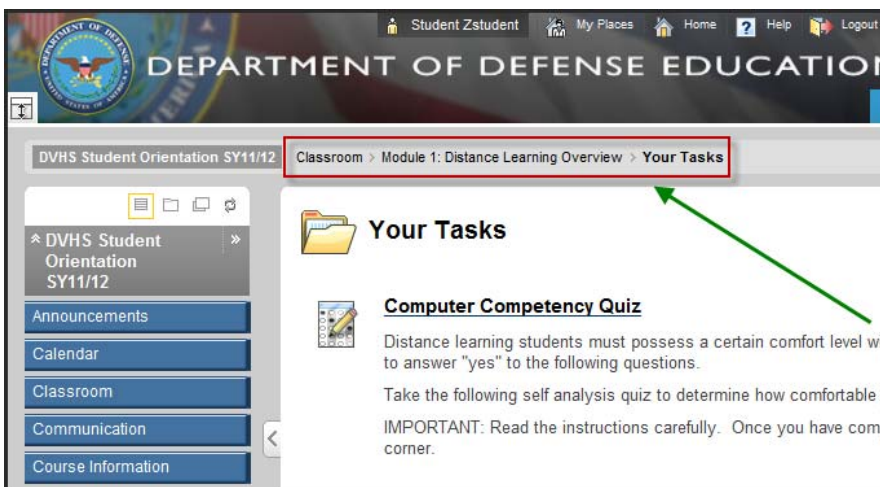
Introduction



In this lesson, you will learn several important features of Blackboard, the Learning Management System (LMS) used to manage all of the online learning courses in the DoDEA Virtual High School. Specially, you will:

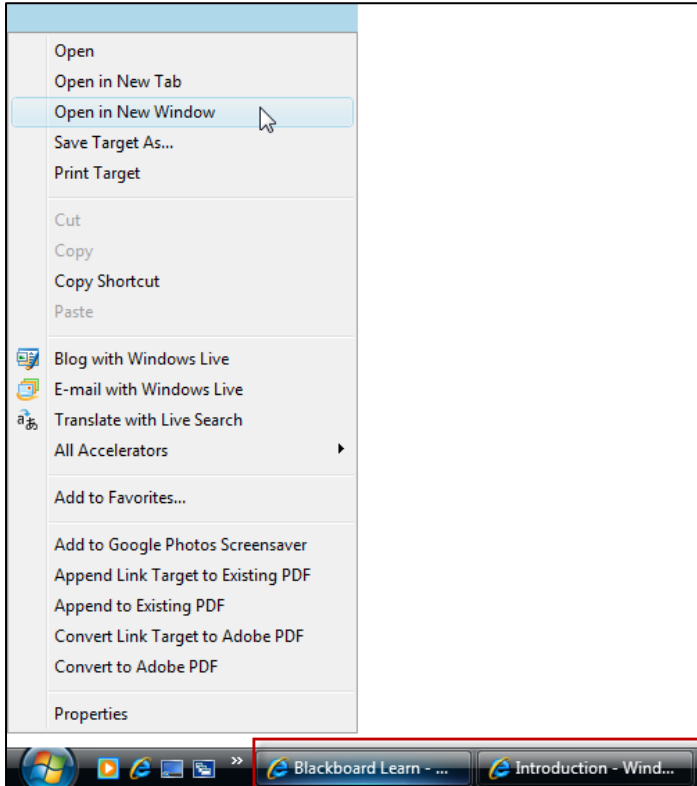
- Learn how to navigate Blackboard using the "breadcrumbs"
- Understand how to open a link in a new browser window
- Understand how to access your personal information to change your password and verify your personal information
- Recognize the five main areas (buttons) in the course menu on the left in Blackboard

Using the Breadcrumbs



To navigate back and forth in Blackboard, always use the "**breadcrumbs.**" The breadcrumbs are located at the top. Click the image to see a larger view. **NEVER** click the next or back arrows in your web browser.

New Browser Window



Sometimes in Blackboard, you may need to open links in a new window. To open links in a new window, right click on the link, and then select the option that reads, "Open in New Window."

This is helpful sometimes when you want to navigate (toggle) between opened windows. When you want to go back to Blackboard, just look at the bottom of the screen next to the Start menu and click the opened window called, Blackboard Learn.

This lesson is an example of a link that opened in a new window automatically. When you want to go back to Blackboard, just click the X

(close) or the - (minimize) at the top right of the screen. Then look at the bottom of the screen and click Blackboard Learn.

Changing Your Password



One of your tasks in this module is to change your password. To find this option, please follow these instructions:

1. Click the link at the top in Blackboard called, **My Places**.
2. Click **Personal Information**.
3. Select **Change Password** option.

You must change your password to a unique, secure password. Please create a new password and make sure that you remember it. Most importantly, do not share your password with any other person.

Your new password should include a combination of at least 8 characters (numbers, letters, special characters) and make sure a few letters are **CAPITALIZED**.

Think of a phrase and substitute a few characters. Here are a few examples:

Hobbies:

R0ck-cl!mb!ng (rockclimbing)
P@!ntb@11 (paintball)
\$!33p!nG (sleeping)

Nicknames:

\$k8t3r (skater)
#0T-\$hot (Hot-shot)
H@wkeye (hawkeye)

Favorite places:

W@shingt0n (Washington)
Di\$n3yL@nd (Disneyland)

Personal Information

Another task in this module is to verify your personal information. To find your **Personal Information**, click Tools on the left, and then click Edit Personal Information. Once you are in Personal Information, review the following:

Please check the following required information:

- Email (make sure Gaggle email address is in the field)
- Education Level (make sure it is correct)
- School Name (make sure it is correct)

Note: Your e-mail account must be your DoDEA issued **Gaggle account**. It is important that you check this email address regularly.

Once you have verified the information, please inform your facilitator if any of the information is incorrect.

Word of Caution: Always remember to Click **SUBMIT** and **OK** if they appear at the bottom of the screens. If at any point in Blackboard you fail to Click the Submit button your information may be lost and you will have to redo that assignment or entry.

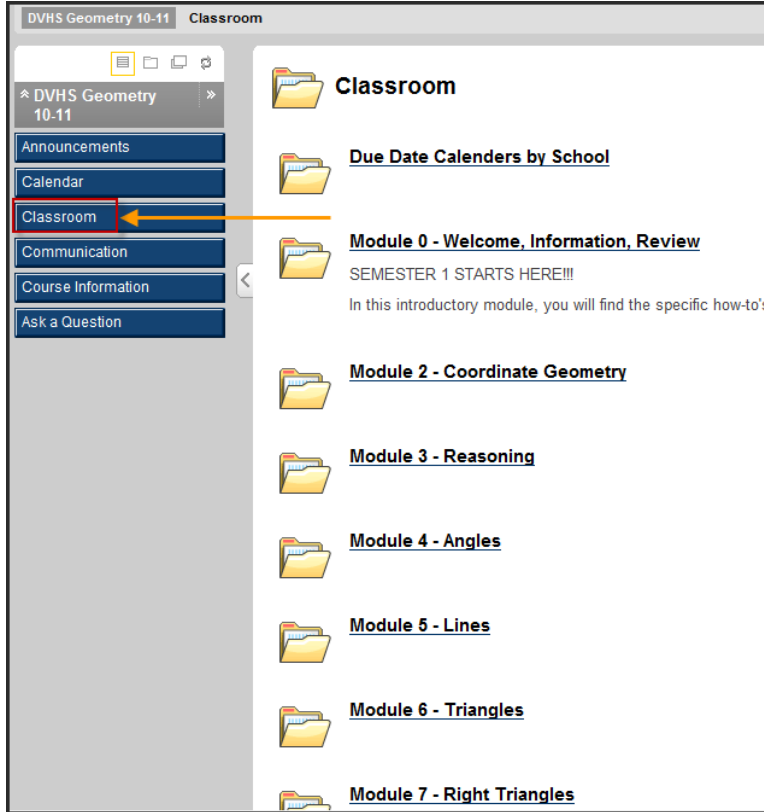
Course Menu



In Blackboard, you will access all of the required lessons, assignments, lectures, and assessments required to successfully complete your online learning course. Each course is organized by a course menu on the left side of Blackboard. The buttons in the course menu are as follows:

1. The **Announcements** area shows ongoing course updates and announcements made by the instructor of the course.
2. The **Calendar** area shows the due dates for assignments and tasks.
3. The **Classroom** area contains the course modules and lessons for the semester.
4. The **Communications** area contains the Course Tools and Communication Tools used within the course such as discussion boards, blogs, wikis, and the message center as well as a course roster.
5. The **Course Information** area contains several important pieces of information such as the course syllabus, course overview, introductory video from the instructor, welcome letter, the DoDEA Virtual School handbook, welcome letter, DoDEA curriculum standards, and teacher information.

Classroom Area



All of the course materials are located within the area called **Classroom**. To reach the Classroom area, you should click on the Classroom button located on the left side of the screen in Blackboard. In each course, entering the Classroom takes you to a page that has a series of folders and links for your class.

The image above represents a folder and indicates that more information is available within the link. Text that is underlined represents an active link. By clicking on these links you will find additional information related to that module or topic.

Try this. Go to your second browser (Blackboard window) and click on an active link within your classroom. You should see more information related to that topic.

The image above is an example of the Classroom area in a online learning course. Your course may be similar.

Classroom Overview

DVHS Marine Biology 10-11 Classroom

Classroom

Second Semester Final Exam
Write the number and the question with point value for a total of 150 points. The test has 300 points. Only more no less)
Submit the questions from the smallest number to the largest. Example: 1, 3 6, 9, 20, 33, 44, 55, 67, etc.
Notify Mr. Forrest when ready to take the Second Semester Final Exam

Module 10: Marine Birds and Marine Mammals
This module has two parts.
In Module 10, you will learn about marine birds and marine mammals.
Please click the link to read the [DoDEA standards](#) that will be addressed in Module 10. It will open in a new window.

Module 9: Marine Reptiles
In Module 9, you will understand the biological features and adaptations of marine reptiles, describe the four main gro hypothesis as to why reptiles returned to the sea, discuss the current environmental problems facing sea turtle popul are being carried out to protect and restore the sea turtle population world wide, and describe how being ectothermic reptiles.
Please click the link to read the [DoDEA standards](#) that will be addressed in Module 9. It will open in a new window.

Module 8: Phylum Chordata
This folder contains two parts.

The picture above represents an example of a classroom. The Classroom area will contain all of the content for the course. Your instructor may include the following:

- Lessons
- Assignments
- Blogs
- Wikis
- Discussion Boards
- Tests

Your online learning course will be organized by modules. Inside each module, you will have folders for each lesson and assignments that correspond to each lesson. You should familiarize yourself with the content and be sure to ask your instructor if you have any questions.