Learning Blackboard 9.1

Getting Started

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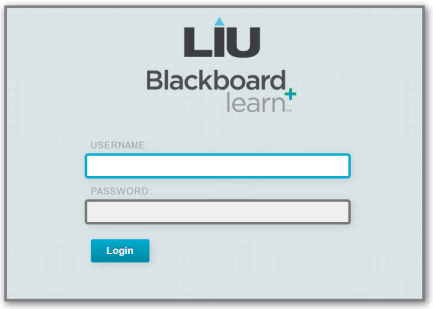
Logging in: blackboard.liu.edu

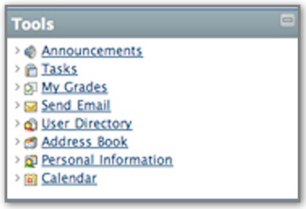
Place your Username and Password in the boxes provided.

*Remember, your Username and Password are the same as your MyLIU account.



Tools (My Institution)

On the tool bar are various links that include:



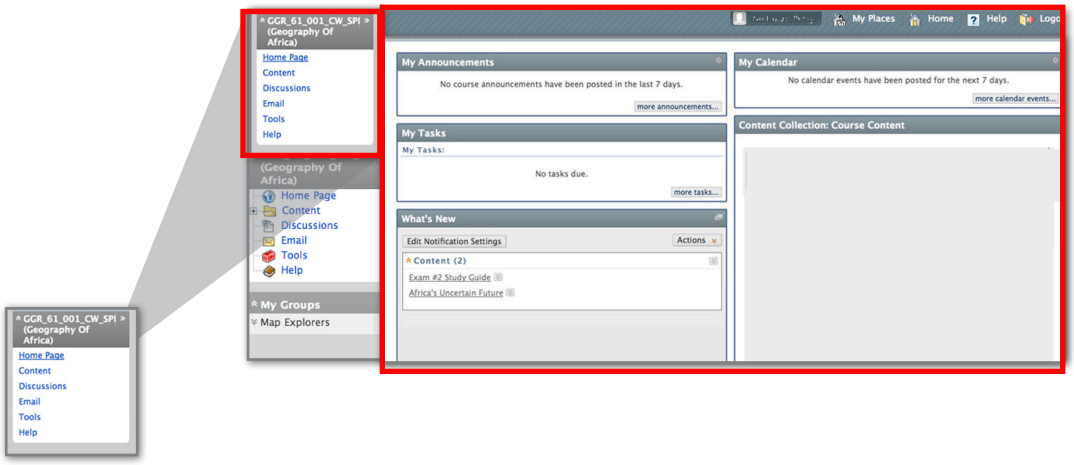
- **Announcements from instructors.**
  You can view important messages in the My Announcements module.
- **Tasks**
  The Tasks page organizes projects (referred to as Tasks), defines task priority, and tracks task status. Instructors can post tasks to users participating in their Course. Tasks can also be assigned to all members of a Course Group.
- **Grades**
  Students can check their Grades within a Course by clicking View Grades outside of a Course. All Courses are listed. Users can select which Course to access and are taken to the My Grades tool within that Course. Users can also click My Grades from the Tools page within a Course.
- **Email**
  Students can access email functions through the Send Email page.
- **Address Book**
  Students can store contact information in the Address Book. The Address Book is empty until the user enters contacts. Users must enter a profile for anyone they wish to add to their address book, even if the contact is a Blackboard Learn user.
- **Calendar**
  The Calendar tool allows users to view events by day, week, month, or year. Upcoming and past events can be viewed and organized into categories.
- **Assignments**
  Assignments list the name, description, and attachments for class work. Students complete the Assignment in a separate file and send it back to the Instructor. They can include comments for the Instructor if they choose. Assignments may be individual or given to every member of a Course Group.
- **Discussion Boards**
  The Discussion Board is a tool for sharing thoughts and ideas about class materials. The Discussion Board is made up of Forums that may appear anywhere in the Course but are also all centrally located in the Discussion Board tool. Course Groups can have their own Discussion Boards.
- **Journals**
  Instructors can assign a Journal to each user in a Course or Course Group that is accessible by only them and the user in order to communicate privately with the Instructor. Users can post messages to the Instructor and the Instructor, in turn, can comment. Instructors can allow Journal entries to be read by the rest of the users in a Course. Instructors can grade Group Journals and apply the grade to every member of the Course Group.

Navigating to a course:

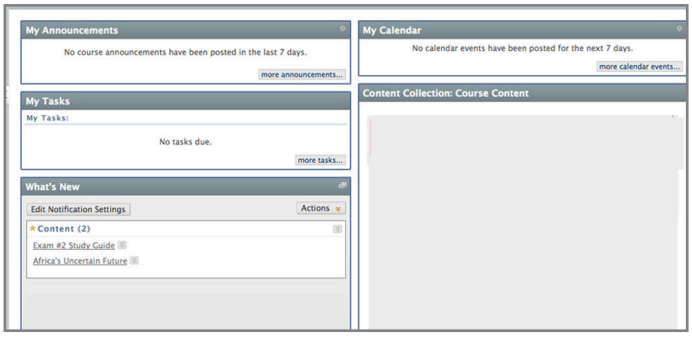
After selecting the Courses tab you will be presented with a list of courses you have access to.

Select the course you would like to view by clicking on the underlined link.

Your Course page will look similar to this:

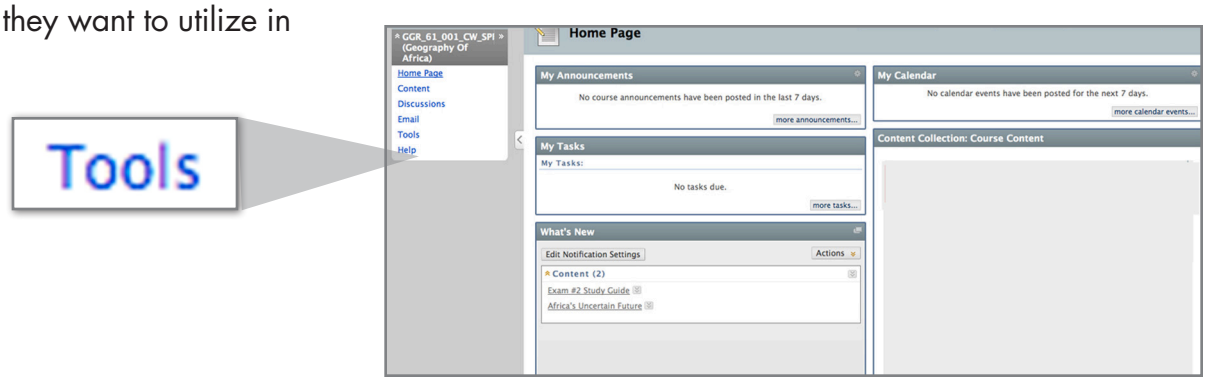


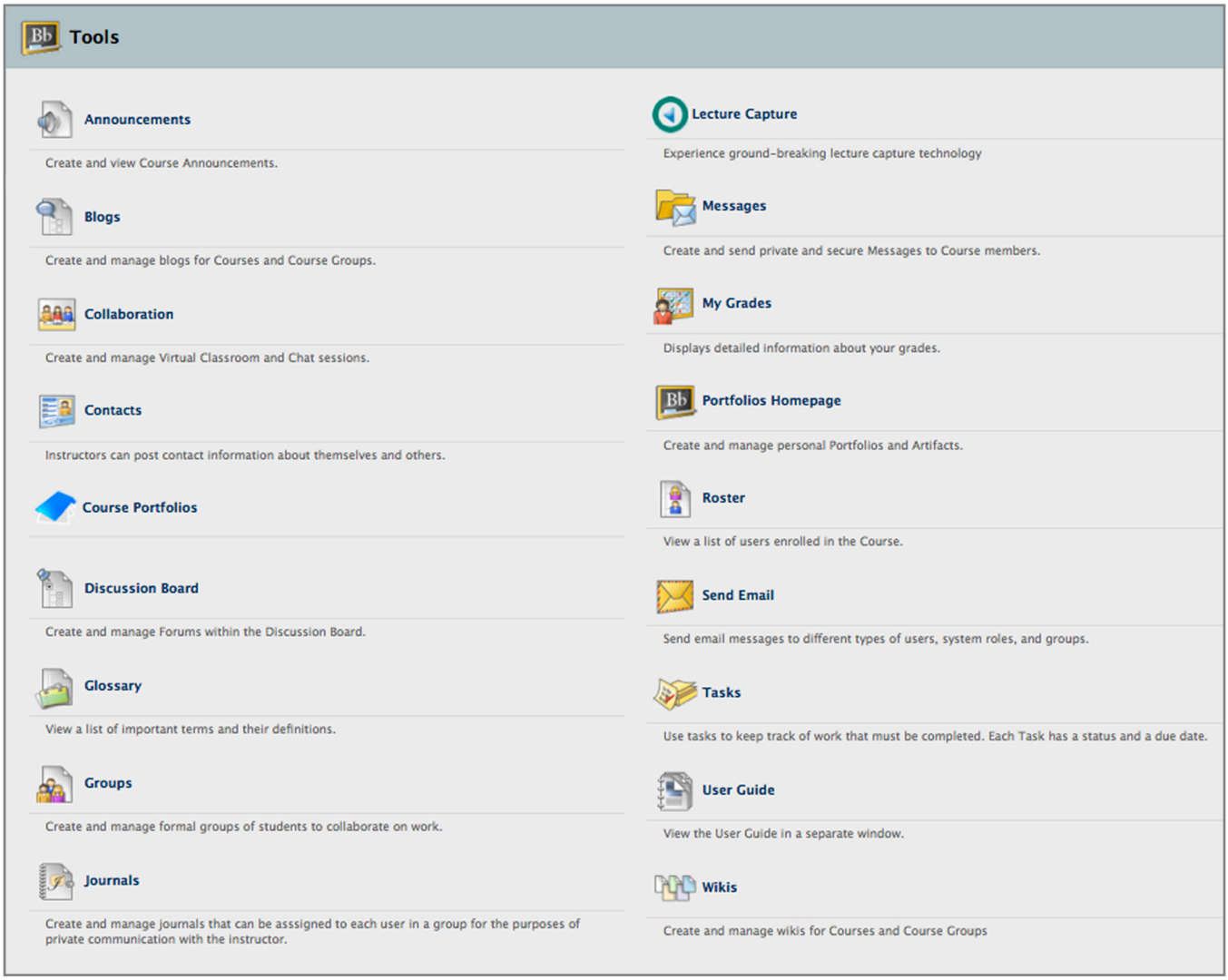
Content Item List



Stage:
This will change depending on which content item you select.

Tools:
Provide you access to the different devices offered in Blackboard 9. Instructors choose what tools they want to utilize in their course.





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