10 Things to Try in Ultra Base Navigation

Blackboard

1. <u>Check out the Institution page</u>, the go-to place to access valuable links, resources, and other content to help you get started.

2. Build out your profile.

3. Configure your Notifications, including the SMS notification feature to receive text message notifications while on-the-go! Be sure to also set up your stream and email notifications according to your preferences.
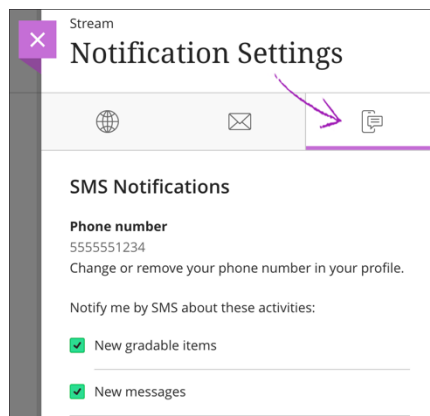
4. Use the activity stream to quickly access the most important information consolidated from all your courses.

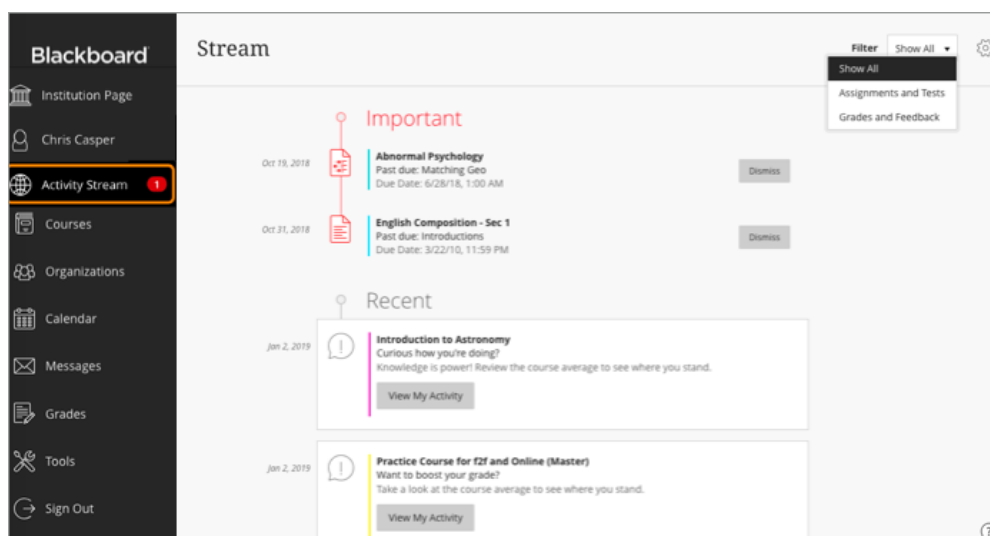5. Search your courses and apply varying filters. Once you find your most important classes, click the star to favorite them.

Courses · Course Catalog

Blackboard

- Institution Page
- Justin Harper
- Activity Stream
- Courses
- Organizations
- Calendar
- Messages
- Grades
- Tools
- Sign Out

← Summer 2018 Term   Current Courses ▼   Upcoming Courses →

Upcoming Courses
Current Courses
Summer 2018 Term
Spring 2018 Term

🔍 Search your courses   Filter   All Courses ▼   50 ▼ items per page

All courses
Courses I teach
Open courses
Private courses
Completed courses
Hidden from me

Favorites

Biology 101
Beth Carlson | More info ⌄   ★ •••

British Literature
Jack Medina | More info ⌃   ★ •••

    🔒 Complete or make course private
    👁 Hide course

Course ID: lit110_01_01
Course Description
This course will introduce you to the classics - Shakespeare, Chaucer, Dickinson, and more!

Spring 2018 Term

Introduction to Sociology
Cathy Chu | More info ⌄   ☆ •••

Summer 2018 Term

Math 101
Blackboard Administrator | More info ⌄   ☆ •••

6. Stay on task and click the plus to <u>add an event to the calendar</u>. While you're here, add the course schedule for your courses and your office hours. This information appears within each of your courses.

MONUMENT UNIVERSITY

Calendar   ⊕ ⚙

- Institution Page
- Cathy Chu
- Activity Stream
- Courses
- Organizations
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- Grades
- Tools
- Sign Out

Schedule | Due Dates   ← Dec 2017 →   Month

Add Event
Edit Course Schedule
Add Office Hours

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	1	2
3	4	5 ● Due: Case Study 1	6 ● Due: Manual	7	8	9
10	11	12	13	14	15 ● Due: Bio Test 4	16
17	18	19	20	**21**	22	23

7. Click the gear to share your calendar with external services so that your course events appear with other events.
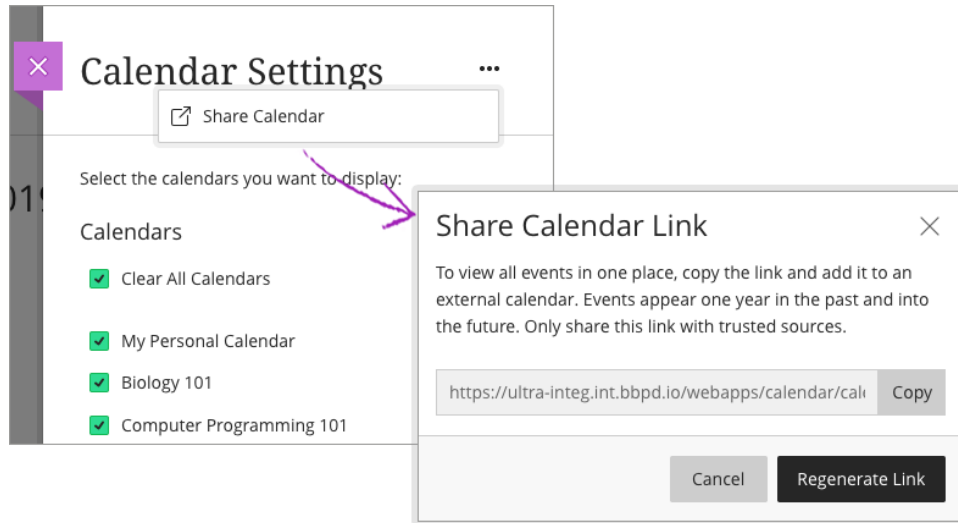
8. View all your messages for all your courses on one page and create a message.
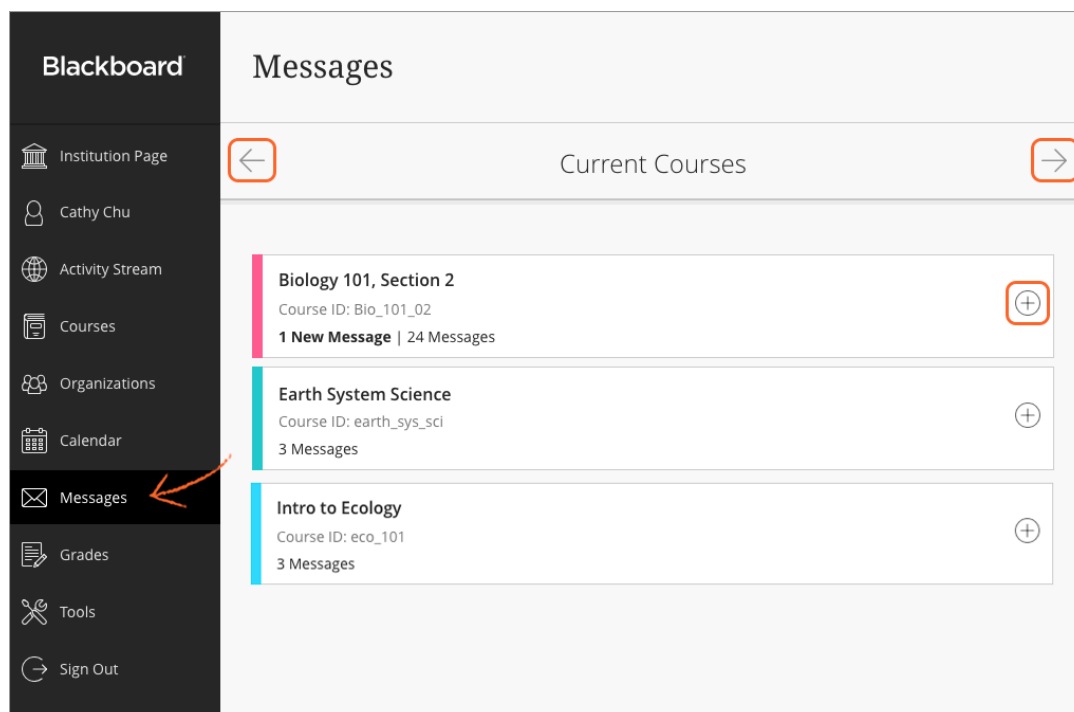
9. Explore what needs grading across all of your courses. Note the page only displays information if you need to take action.

10. Review the tools available to you.