Tips for Getting Started with Blackboard

To Login:
1. Go to http://blackboard.jhu.edu
2. Click the **JHU Enterprise Authentication** link
3. Enter your JHED ID and PW
4. In the 'My Courses Plus' module, click the link of the course you are teaching

Note: Students will login in the same way, using their JHED ID and PW.

Adding a TA to a site:
- Login to your course and navigate to the Control Panel (lower left side)
- Select 'Users and Groups,' then Users
- Click the 'Find Users to Enroll' button and enter the TA's JHED ID into the Username field (multiple JHED IDs can be added separated by commas)
- Select 'Teaching Assistant' from the dropdown
- Set 'Enrollment Availability' to Yes and click 'Submit'

Note: if the TA is not in the Blackboard database, you will get an error. To correct this, have the TA login to Blackboard with their JHED ID and PW and he/she will automatically be created in the system. Then you can try adding them again.

Section Merge:
- If you have multiple sections that you want merged into one Blackboard site, send your merge request to blackboard@jhu.edu. You will be contacted when the merge is complete. (In the meantime, you can begin working in 'section 01' of your course, as this is the section that all others will be merged into.)

Course Availability:
- By default, courses are not available to students when they are first created. To make a course available, go to the Control Panel > Customization > Properties > Set Availability.

Enrollments:
- To view student enrollments, go to the Control Panel > Grade Center > Full Grade Center. Students are automatically loaded into Blackboard from ISIS a few weeks before classes begin.

Browsers:
- It is probably best to use **Firefox version 3** or above when using Blackboard 9. Older browsers do not work with this version of Blackboard. If you encounter a problem, consider trying another browser to see if that fixes anything. More information about browsers can be found here: http://help.sset.jhu.edu/display/Bb/Supported+Browsers+and+Operating+Systems

Blackboard Help:
- Links to a variety of tutorials and other resources are posted on the CER website in the Blackboard section - http://bb.cer.jhu.edu/.

Support Contacts:
- For course design, "how-to" questions, and general feedback, please send an email to cerweb@jhu.edu.
- To report errors or technical problems, send an email to blackboard@jhu.edu.

Notable Differences between Blackboard 9 and WebCT:

- Automatic course shell creation for every course section in ISIS – no need to request course sites each semester
- Web 2.0 functionality – blog, wiki, journal tools are new – increased opportunities for student collaboration
- Groups creator tool – easy way to create groups for team assignments
- Increased multimedia functionality – e.g., can easily embed YouTube videos into course sites
- Grade Center – increased functionality (weighted grades, drop high/low grades), easier to use, easy download/upload to/from Excel
- Can no longer customize icons on course pages – must use Blackboard icon series
- Content Collection (replaces My Files) – supports multiple file uploading, including drag-and-drop