THE ARC 2020
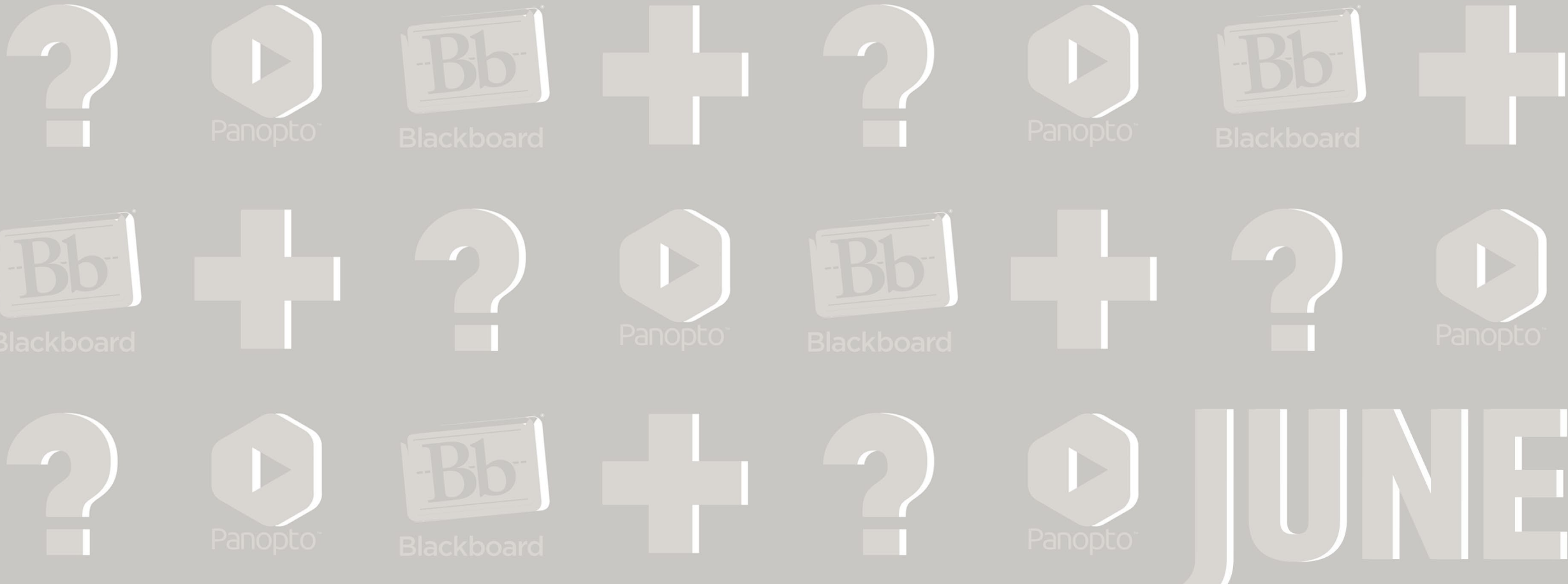JUNE

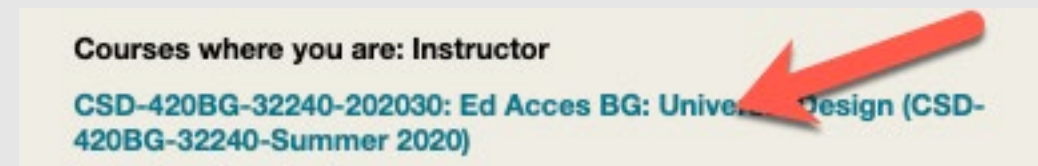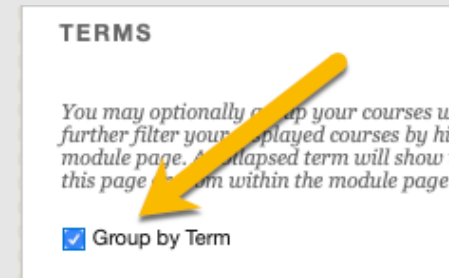# Introduction to Blackboard

Today's agenda

- Finding classes
- Availability
- Announcements
- Items
- File uploads

Finding your classes

- Blackboard.Wichita.edu
- Choose My Courses
- Organize your classes by term
- Click on titles to enter

ARC2020

Availability of Blackboard classes

- All classes available at least 30 days before the start of a term
- You can request a development shell earlier if you need
- You can change the dates of your class to open and close at different times

Announcements

- Announcements add "presence" to your class
- Efficient way to email
- Can be scheduled, but don't combine with email!

Announcements

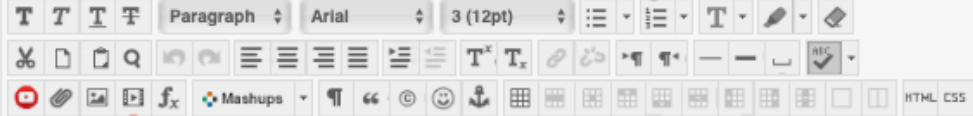New Announcements appear direct[ly b]elow the repositionable b[ar]
the list and prevent new annou[ncem]ents from superseding them.

Create Announcement

New announcements appear below this line

Edit Mode is: **ON** ?
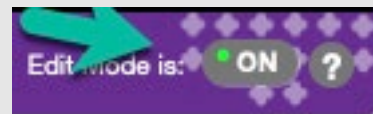
ANNOUNCEMENT INFORMATION

✳ Subject [   ] ■ Black

Message

| T | T | T | T | Paragraph ⇕ | Arial ⇕ | 3 (12pt) ⇕ |

Path: p

WEB ANNOUNCEMENT OPTIONS

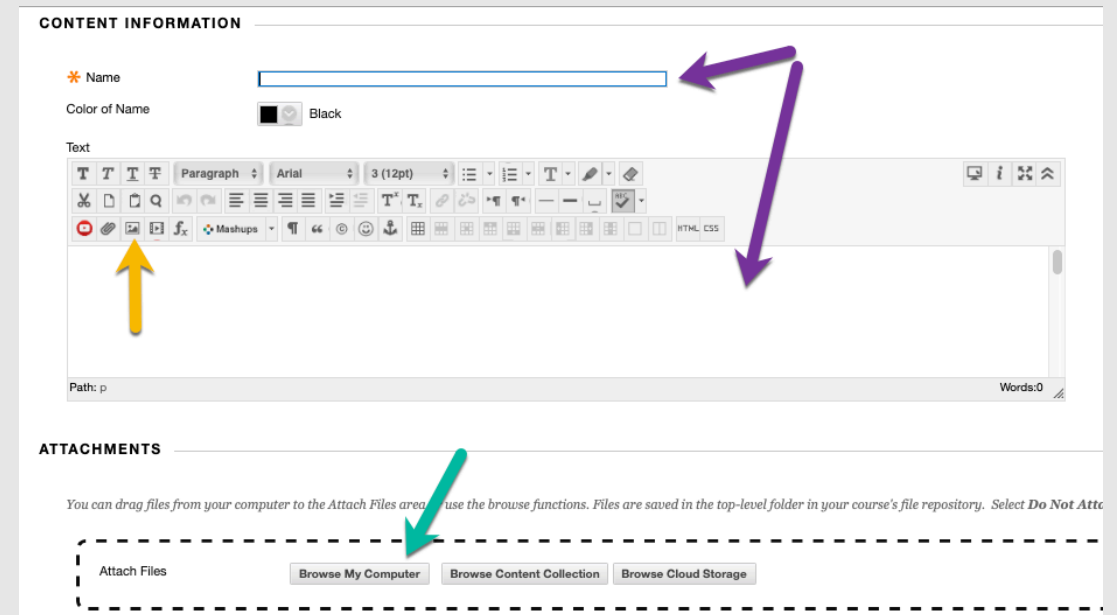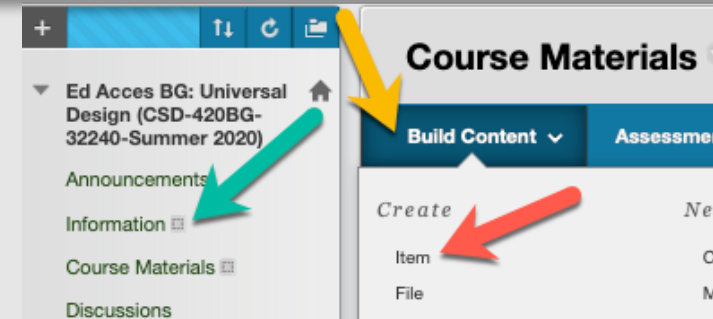Duration   ● Not Date Restricted

                  ○ Date Restricted

Email Announcement   ☐ Send a copy of this announcement immediately
                     Students are still notified of this announcement even if this option is not selected
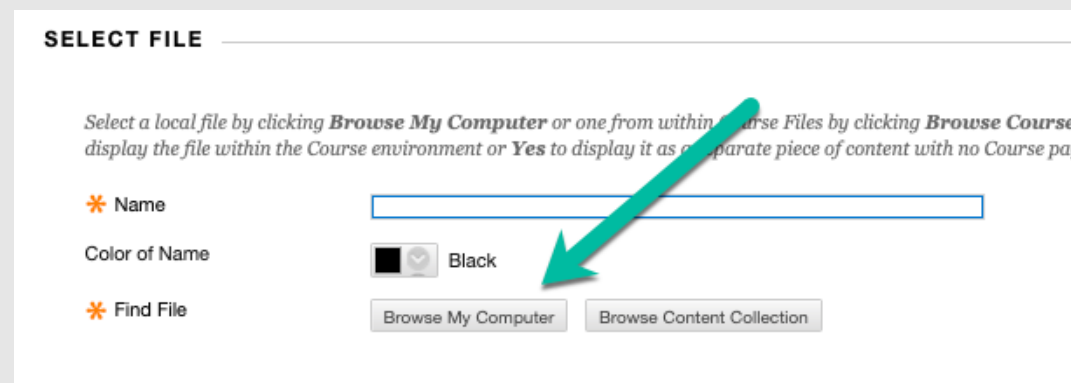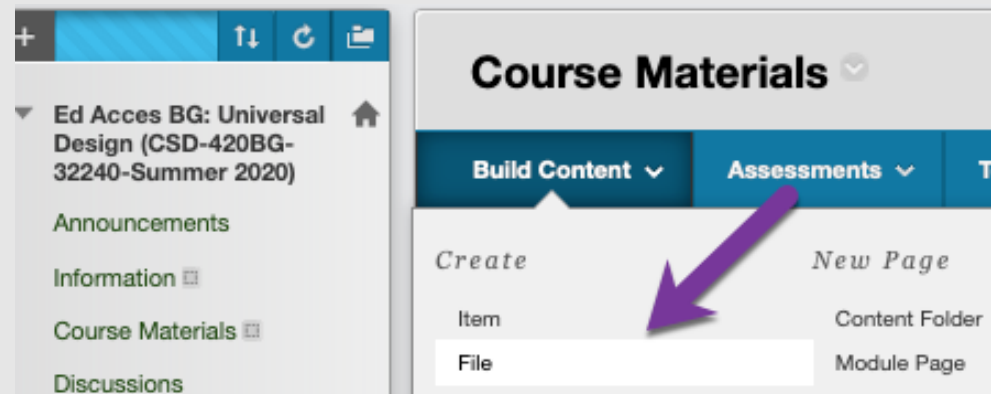
Items

- Found in information and course materials
- Items allow text, images, files, and web links
- Reordering

ARC2020

File uploads

- Files can be uploaded on their own, not in an item
- Useful if there is nothing you need to say about them

Next steps

- Practice! Request a development shell if needed
- Blackboard intermediate is your next training step
- Blackboard advanced has several options by topic
- Download or bookmark our Blackboard Instructor Guide and training pages from wichita.edu/IDA and choosing "Blackboard Training"

Thank you!