



Teaching and Learning Online Orientation

Getting Started with Blackboard

Blackboard Online Blackboard Training

Overview

Getting Started with Blackboard is recommended for new Blackboard users before beginning the *Teaching and Learning Online* Instructor Certification Series. The course provides a hands-on introduction to the teaching and learning features of Blackboard Learn™. You will also have opportunities to practice your skills in a development course.

Getting Started with Blackboard, while recommended for new users, is not a required component of the Instructor Certification Series, and completion of this course does not count toward certification status. Successful completion of all courses in the *Teaching and Learning Online* Instructor Certification Series results in a “Teaching and Learning Online Certificate” issued by Blackboard Inc. The series consists of three courses:

- Part I: Building Courses
- Part II: Enhancing Communication
- Part III: Assessing Learners

Course Objectives

- Explain the three different types of online courses
- Navigate tools and content as a student
- Identify tools to accomplish familiar teaching tasks
- Create your Course Menu by adding Tools and Content Areas
- Share materials with students by adding items and tools to Content Areas
- Create a built-in Syllabus
- Perform first day teaching tasks, such as creating Announcements, Calendar entries, and Discussion Board forums

Who Should Attend

Instructors, faculty, course designers, administrators, and support staff who will be teaching or supporting blended or fully online courses using:

- Blackboard Learn™ - Course Delivery module (Release 9.x)

Duration and Costs

- Course is 14 days in length
 - Participants should expect to spend approximately 10 - 12 hours to complete the course activities
- 410 USD per person
- Printed or online materials do not need to be purchased for this course

Location

- Fully online/asynchronous

Prerequisites

- Internet 7 or 8, or Firefox 3.5 or 3.6, or Safari 4 or 5
- Email and high speed Internet access
- Basic computer navigation and web browsing skills

Registration Information

Register for **Orientation: Getting Started with Blackboard** using our online Training Registration Center at <http://trainingcenter.blackboard.com/trainingcenter/>. Enrollment in each course is limited, so early registration is encouraged. Registrants will receive a welcome email from the facilitator on the morning of the course start date with all necessary course access information. If you have any questions, please contact Blackboard Training at training@blackboard.com. ***Please note that registration for this course closes 2 business days prior to the listed start date.**