

Blackboard: the control panel

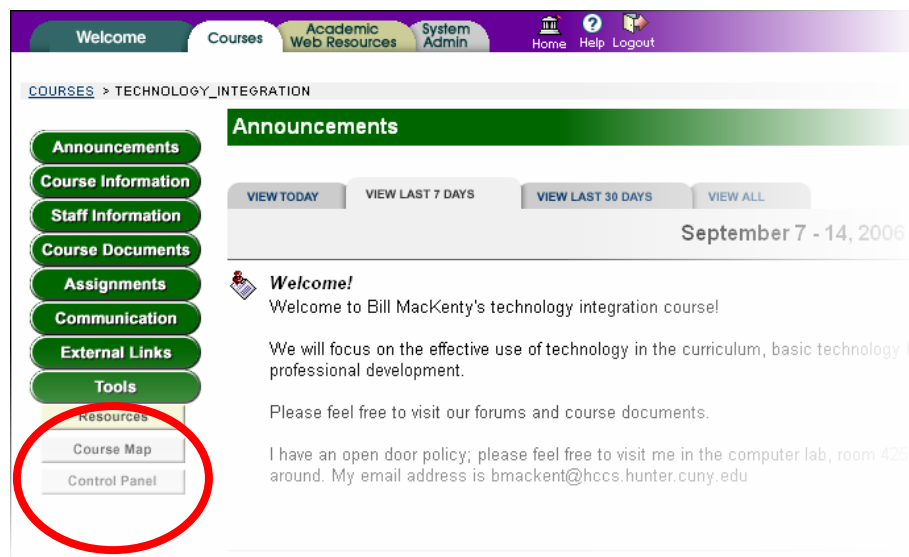


Introduction

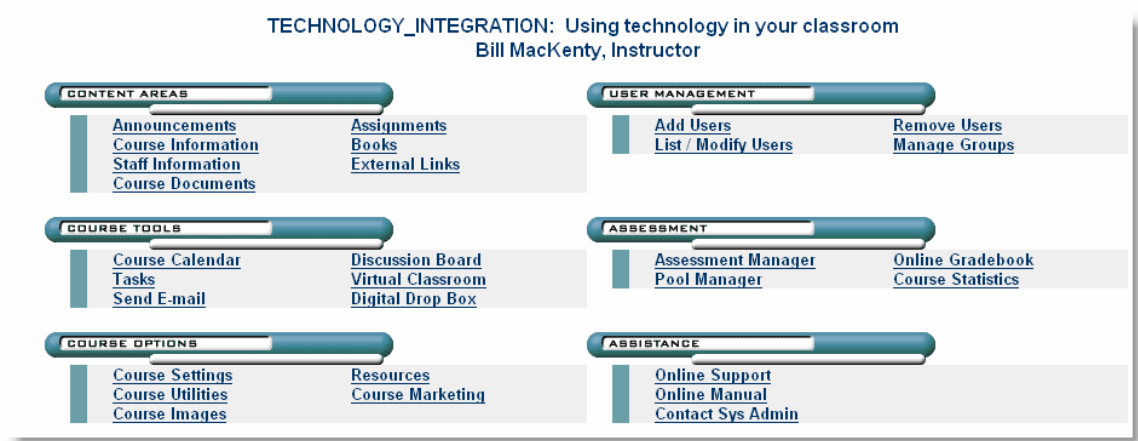
This HOWTO explains the different parts and functions of the control panel.

HOWTO

1) After logging in (see the logging in HOWTO if you need some help) click on the control panel link on the bottom-left.



2) Note your control panel.



The content area:

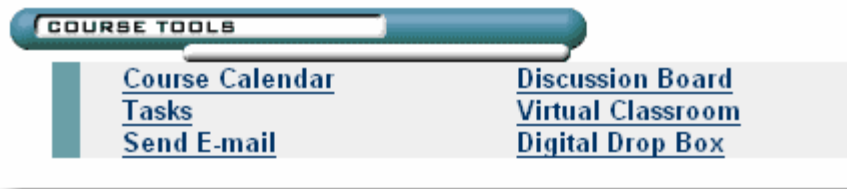


The content area is where you can add, remove, edit, and configure any of the above parts of your course.

While each area has a different purpose, the basic interface is the same for all the areas.

The content area is where your actual course content is located.

Course Tools:

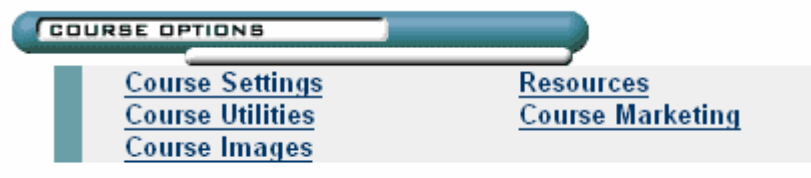


The course tools section allows you to setup your calendar, assign tasks, send emails, setup a threaded discussion board, and a digital drop box.

Although virtual classroom looks cool, I've had mixed results running it.

We'll get into how to use each one of these tools in another HOWTO. For now, it may be helpful to think of course tools as a place to organize how your students communicate.

Course Options:



What should students see when they login to my course? Can I change the color, looks, and buttons on my course?

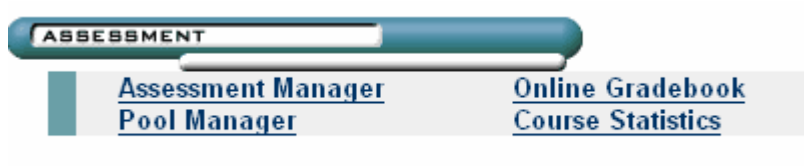
Of course you can, and this control panel section allows you to do so.

User Management:



This is simply where you add, remove and edit students in your class.

Assessment:



The online grade book is a fantastic resource, as is the ability to create simple assessments. Course statistics will be helpful to see who, what, when, and where your students are visiting.

The pool manager allows you to make groups of assessment tools.

Assistance:



Online support for blackboard. Feel free to contact your friendly tech support crew here at Hunter College High School.