# Your Quick Start to Blackboard Ultra Success

Presented by Chattahoochee Tech Distance Learning

## So, What is Blackboard Ultra?

Blackboard Ultra is the Learning Management System (LMS) used at Chattahoochee Technical College for all classes, both **online** and **in-person**. It's the virtual place where students and teachers connect, share information, and manage coursework.

To make sure Blackboard Ultra works well, use recommended internet browsers like Mozilla Firefox or Google Chrome. You can check the <u>Blackboard System Requirements</u> for more details.

For easy access, bookmark these pages:

- <u>Blackboard</u>
- <u>Technology Answers</u>
- Blackboard Browser Checker

## Accessing Blackboard:

The easiest way to get into Blackboard is by logging into <u>Okta</u> with your Single Sign-On username (student email) and password. Then, just click on the Blackboard tile on the Chattahoochee Tech Okta dashboard.

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#### How to Access Your Courses in Blackboard:

To find your courses, click on "Courses" in the menu on the left side of the screen.

Blackboard Courses	
<ul> <li>Institution Page</li> <li>Institution Page</li> <li>Thomas Irvin</li> <li>Activity</li> <li>Courses</li> <li>Courses</li> <li>Colendar</li> <li>Colendar</li> <li>Colendar</li> <li>Courses</li> <li>Cour</li></ul>	

#### How to Navigate Your Course in Blackboard:

In your Blackboard Ultra course, you'll find these tabs at the top left of the screen:

- Content
- Calendar
- Announcements
- Discussions
- Gradebook
- Groups

**Course Content:** All your course materials show up in the main part of the page. When you click on a folder or learning module, it expands to show what's inside. When you open an item (like an assignment, document, or link), it appears in a panel over the **Course Content** page. Close the panel to go back to where you were. Progress tracking will show you what you've finished and what's still left to do.

Content	Calendar	Announcements	Discussions	Gradebook	Groups
Organization Content					
Start Here					
D Modules (Lessons)					

Under **Course Faculty**, the **Details & Actions** section has tools and information about your course. Here are some options you might see, depending on what your instructor has made visible:

- **Roster**: View profile cards to match faces with names. All course members are listed here, and you can't remove yourself.
- **Course Description**: Shows an overview of your course's goals, expectations, and teaching approach.
- **Progress Tracking**: Check your progress on course content, assignments, and tests.
- Class Collaborate: Join open Class Collaborate sessions for scheduled or quick meetings.
- Attendance: If used by your instructor, view your attendance records here.
- **Groups**: View and/or join course groups created by your instructor.
- Announcements: View updates and announcements from your instructor.

humanitiesintro	
Introduction to Humanities	
Content Calendar Announcements Discussions Gradebook Analytics Grou	ps Achievements
Course Content Q	Course Faculty
Exploring Ethical Dilemmas in Everyday Life Due date: 12/8/23, 12:00 AM	Emma Harp
Reading Guide to The Fall of the House of Usher and Other Stories	Details & Actions Roster <u>View everyone in your course</u> Progress Tracking On
<ul> <li>Science Fiction</li> <li>Due date: 10/18/23, 3:03 PM</li> <li>I'd love to hear your thoughts on science fiction! Please share whether you like or dislike this genre, and most importantly, let me know why. Is it the limitless imagination, the futuristic worlds, the exploration of ethical dilemmas, or something else entirely that draws you in or keeps you away? Your insights will help us better understand your preferences and guide our future explorations in the world of literature.</li> </ul>	<ul> <li>Class Collaborate</li> <li>Join session →</li> <li>Methodance</li> <li>View your attendance</li> <li>Books &amp; Tools</li> <li>View course &amp; institution tools</li> </ul>

## Quick Links - Helpful Resources:

- How to Submit an assignment in Blackboard
- Participate in Discussions in Blackboard
- Test Taking and Submission
- Check Grades in Blackboard

### **Need Additional Training?**

Looking for more in-depth training? Enroll in Blackboard U! BbU is a fast and interactive course that teaches you the essentials of navigating Blackboard, submitting assignments, communicating with instructors and peers, and managing grades—all in just 45 minutes. Simply head to the Blackboard landing page, select Student Resources, and enroll in the BbU training organization (screenshot below).



Once enrolled, you'll have instant access and can revisit anytime under Organizations in Blackboard (screenshot below).

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