Let’s take a look at the Course Menu inside of a typical online course.
Each course in Blackboard has its own course menu that looks something like this. Clicking on the entries in the course menu will open portions of the course content, or start selected Blackboard tools or features. Each course can have a slightly different course menu, so it is a good idea to familiarize yourself with the menu of each course you are taking.
Some of the more important entries in the menus of most courses include Announcements, Syllabus, Orientation, and Learning Modules. Some courses might have different names for these content areas.
Every course has an Announcements area that the instructor can use to make announcements or post information to the entire class. You can also see announcements on the Activity Stream page, but the announcements area inside of the course contains announcements from only one course. It is important to check course announcements often.
The Syllabus content area will contain at least a single course syllabus, and might also contain a separate course schedule and other important information. These documents should describe the course and schedule of activities, tell you when assignments are due, describe assignments, and explain how you are graded. It is important that you review all the documents in the Syllabus content area thoroughly.
If the menu of your course has a separate content area called “Orientation,” it should contain items that give you a general overview of the course and introduce your instructor.
Most of the content inside of a course can be found by clicking on Learning Modules, or a similar label, in the course menu. Typically, learning modules are divided into weeks or topics, and each week or topic has its own set of readings, videos, assignments, tests, and other materials.
In some courses, a list of weekly modules or topics might be built directly into the course menu, instead of having a single “Learning Modules” link that groups the weeks or topics together.
The contents inside of learning modules can vary greatly from courses to course or even within a single course. Many of the items inside a learning module are clickable links to online materials and activities. It is important to pay careful attention to due dates and instructions that might be listed inside of each learning module.