Basics of Blackboard

The main navigation controls
- Announcements
- Instructor Information
- Discussion Boards
- Tools
- Course Information
- Course Documents/Assignments
- View Grades

Student Email
- How to login
- What is your student email address?

Why use your student email to contact GRCC faculty and staff

Blackboard Helpful Hints

Things to watch for when students are having problems with Blackboard. What can you share with the group to help others?

1. Is the student using Internet Explorer? Blackboard does not work properly with other Internet Explorer. Uses Firefox or Google Chrome.

2. When using Voice Boards in the computer labs, the headphones and microphone have to be hooked up in the back of the tower prior to starting the project.

3. The student’s class is not showing in Blackboard?
   - Has the class started yet?
   - Has the class been dropped?
   - Check the student’s Online Student Center
   - Still not working? Contact IT

4. If the Menu bar on the left side is not showing, it may be collapsed. Check the arrow and click on it to open.

Raider Card eAccounts

Hours of Operations:

ATC Tutorial and Open Computer Lab

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<thead>
<tr>
<th></th>
<th>Fall Hours</th>
<th>Summer Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday – Thursday</td>
<td>7:30 am – 10:00 pm</td>
<td>Closed</td>
</tr>
<tr>
<td>Friday</td>
<td>7:30 am – 9:00 pm</td>
<td></td>
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<tr>
<td>Saturday</td>
<td>7:30 am – 5:00 pm</td>
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<tr>
<td>Sunday</td>
<td>1:00 pm – 5:00 pm</td>
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(GRCC Library and Learning Commons

Sneden Hall Room 215

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<tr>
<th></th>
<th>Fall Hours</th>
<th>Summer Hours</th>
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<tr>
<td>Friday</td>
<td>7:30 am – 12:00 pm</td>
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Grand Rapids Community College