

Blackboard: Online Course Information

What is Blackboard?

Internet and in-class courses are hosted on Blackboard Learn. Blackboard is our Learning Management System. Students are able to access course content, mail, and rosters.

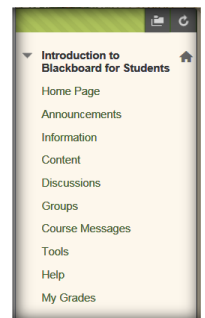
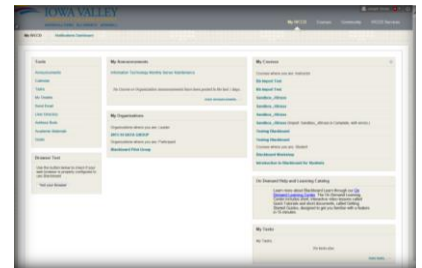
<http://blackboard.iavalley.edu>
Questions? Call 641-844-5555

Access Instructions

1. Go to <http://blackboard.iavalley.edu>
2. Log in using your student ID number as the username
3. If you have never logged into Blackboard, Campus Web, or a campus computer, your initial password will be your date of birth in the format (mmddyyyy). If you have logged into one of these and changed your password, your password will also change for Campus Web, Blackboard, and all campus computers.

Blackboard Course Information

1. After you log in, the **MY IVCCD** page will appear. On the **MY IVCCD** page, a list of courses will appear on the right hand side of the screen. Click on the appropriate course to access it.
2. Once you click on a course, a **Course Home** page will appear. From this page, you are able to view a course syllabus, current grades, attendance records, announcements, and course mail.
3. At this time, current versions of Firefox and Chrome are the recommended browsers to use with Blackboard, although Safari may also work. Internet Explorer (IE) is not recommended unless you are using Windows 8 and have the latest updated version of IE.
4. On the **Course Home** page, the following **links** will appear on the left of the screen: Home page, Announcements, Information, Content, Discussions, Groups, Course Messages, Tools, Help and My Grades.
5. To view course content (lessons, assignments, tests, etc.) click on the **Content** link. You will turn in assignments and assessments under this link.
6. The **Course Messages** link contains access to course mail. Students are able to mail the instructor or other students enrolled in the same course. The Blackboard Course Messages mail system will not send or receive messages to any other email services (Hotmail, yahoo, etc.)

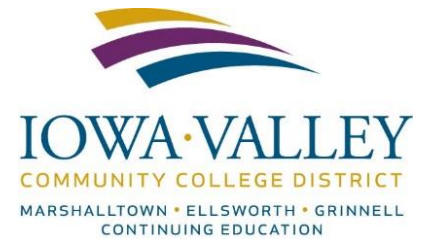


Introduction to Blackboard

The **Introduction to Blackboard** course is available in **Blackboard** under the **Courses** tab. Under the **Courses** tab, you will find **Self Enrollment Course List**, click on **Open Enrollment Class-click here for Intro. to Blackboard** and enroll in the free class. Please take time to read through the course materials so that you understand the basic features and capabilities of the Blackboard platform.

<http://blackboard.iavalley.edu>
Questions? Call 641-844-5555

Are you ready to start your online courses?



We are glad you chose Iowa Valley for your online education. We hope that you will have a positive experience at our college.

Remember: No two online courses and no two instructors are alike. As you settle into your online courses, **pay attention to each instructor's specific instructions regarding course start dates, assignments, or ways of submitting homework.** Your success and grade may depend on it. However, there are some general tips that can help you get started.

Step 1: Make sure you have a valid Iowa Valley student username and password.

You received your student identification (ID) number/username at the time of registration. It can also be found on your billing statement.

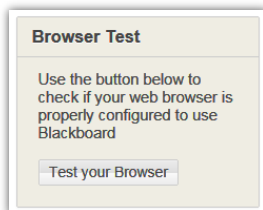
Your student ID number/username allows you to log on to your **online courses**, as well as to the **school's network** (if you are ever on campus) and **Student Information System** at <https://campusweb.iavalley.edu/ics/>

A screenshot of a login form with a dashed border. It contains two sections: "My username:" with a text input field and a note "(This is your student ID number.)" below it; and "My password:" with a text input field and a note "(Your initial password is your birthday in the mmddyyyy format. For example, if you were born on August 25, 1990, your initial password is 08251990)" below it.

Step 2: Go to <https://blackboard.iavalley.edu/>

Blackboard is a secure website that you will need to visit to access your online courses. It's a good idea to bookmark it, if you are using your own computer. Blackboard Learn is the name of the Learning Management System we use.

Step 3: Take a look at the Browser Test inside Blackboard.



Recommended browsers: Firefox, Chrome and Safari (current versions). Internet Explorer (IE) is not recommended.

Look under **MY IVCCD** when logged in to Blackboard for helpful links.

For more information go to:

<https://mcc.iavalley.edu/academics/onlinedistance-learning/about-blackboard/>

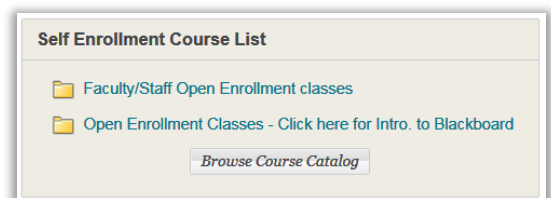
Step 4: Log in and get familiar with your personalized site.

After you log in, you will find yourself on the **My IVCCD** page. The **MY IVCCD** page collects information for all of your courses and groups. You will find your courses listed under the **My Courses** window. Feel free to browse around. Keep in mind that courses may not be open until the first day of the semester.

When working with Blackboard, it is to your benefit to open only **one browser window or tab at a time.**

Step 5: Take the *Introduction to Blackboard* course before you get started.

Under the **Courses** tab, you will find the **Self Enrollment Course List**, click on **Open Enrollment Class-click here for Intro. to Blackboard** and enroll in the free class.



If you have any questions, call our IT Helpdesk at 641-844-5555 or send an email to helpdesk@iavalley.edu. When you call or email, don't forget to mention your student ID number, your name, course, and a specific, detailed description of the problem. July 2015