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< When you come in the course, what you see 1st **after** Getting Started

<When you come in the course, what you see 1st **during Getting Started**

< Office hours, contact information – Ask! **I am glad to help you.**

< Use as a reference that is searchable using Ctrl-F (Ctrl with the F key)

<The **only** way to know when to prepare and what's due and when

<**Two methods to locate Course Materials (work you do in the course):**

- Learning Modules (Blackboard's word)—**Safer method**—Provides **everything** you need: from study guides, instructions, lessons, to primaries—including **all** of the Blackboard tools you use from assignments to quizzes to discussions to exams
- Shortcut to All Graded Work—Provides **only** Blackboard tools to submit work

<**Blackboard tools that we use in this course**

<**Blackboard's tool** for **public** communication or **public** submission of writing by students.

< **Blackboard's tool** for **personal** communication, such as feedback on your writing.

< **Blackboard's tool** for **public** news.

< **Blackboard's tool** for your **personal** view of your grades in the Gradebook.

Tip: Make sure that the upper right at My Grades shows **Order by: Course order**

<**Additional information**

- Videos from Blackboard to help you with Blackboard's tools
- College links, such as to Disability Services.
- History links, such as an introduction to the discipline of history, a searchable and sorted US Constitution, *Merriam-Webster Online Dictionary*, and to a map website