

Instructions for what you do in Getting Started

1. I will email your class when I have made all of the changes and it is safe to enter your course.
2. You can sign a role sheet to say you will do these tasks on your own before the Due Date and Hour for your class:
 - a) Bring to me a print of your Course Plan (the 1st page only is fine) on or before the computer lab.
 - b) Login to the course
 - c) Click on the Blackboard Acknowledgement Quiz and answer True. **(1 point extra credit)**
 - d) When the Getting Started folder is visible, click on it.
 - e) Click on the Turnitin Assignment and successfully submit your file. Make sure you see the digital receipt. You may want to copy it. You must also bring the print. **(20 points regular credit)**

NEW: Distance Learning—the people who are deal with Blackboard for on-campus classes too--is trying to help with this and make sure all is fixed so if you have any problems, do these 2 things:

- Make a screen print or snippet of what you see. If you don't know how, please ask me in the lab.
- Email me that snippet and tell me briefly what happened. I will then get forward all of the info to Distance Learning

- f) Click on the Measuring Yourself link and use the tutorial being sure to do each of the 5 questions.
Also write on a piece of notebook paper which habit(s) you need to work on.

NEW:

Do all 5 questions at one time.

On the last screen be sure to click that you are finished.

If it asks if you want a receipt sent to you, type in your OWN email address, not your instructor's.

Also bring that paper to me on or before the computer lab. **(20 points regular credit)**

- g) Click on the Acknowledge that You Have Completed Getting Started and are ready to see Unit 1's Work and answer True. (1 point extra credit)

If you can't have these things from a to g done **before** the end of the computer lab for your class, then you are better off coming to the lab.

3. If you come to the computer lab, there is **20 points extra credit** possible for doing what is in this endnoteⁱ.

If you come to the computer lab, print on the back of the piece of paper in BIG Print in BOLD INK and attach it to your computer with tape that I also will provide.
LAST NAME,
FIRST NAME

Links to help you:

- [If You Have Never Logged into Blackboard Before or If You Want to Use Your Own Computer](#)
- [If You Have Never Used a Blackboard Quiz—a Simple One Like the Blackboard Acknowledgement Quiz](#)

ⁱExtra credit for students who show self-management, focus on their own tasks and do not distract others, do not try to *help* others unless they are asked to do that by the instructor, and follow instructions so they complete all tasks correctly and quickly.