



# Blackboard

## Fall 2012 Blackboard Training Schedule

### Session 1: Getting Started (Green)

- Navigation
- Customizing your course
- Posting course resources
- Posting announcements

September 14, 20, 25

Room 801

12:00 – 1:00pm

### Session 2: Creating Content (Orange)

- Creating assignments
- Creating tests
- Taking attendance

October 5, 9, 16, 25

Room 801

12:00-1:00pm

### Session 3: Managing your Course (Blue)

- GradeCenter
- Forums
- Importing publisher content
- Tracking student progress

November 2, 13, 27, 30

Room 801

12:00 – 1:00pm

### Session 4: Ending the Semester (Red)

- Exporting Grades
- Generating Attendance Reports
- Course Copy

SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1	1	2	3	4	5	6					1	2	3							1	
2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
23	24	25	26	27	28	29	28	29	30	31	25	26	27	28	29	30	23	24	25	26	27	28	29				