



# Blackboard for Faculty

## What is Blackboard?

Blackboard is the course management system that the Virginia Community College system uses for online learning and interaction. You will be able to:

- post course material
- link to interactive activities
- incorporate multimedia material
- manage course assignments
- use an online gradebook
- communicate with your students through email, discussion boards, and live chats

## How do I get started?

- You must have a myGCC account to login to Blackboard
  - To locate your login information, go to: [www.germannna.edu](http://www.germannna.edu), click on myGCC on the top of the screen, then choose "Look up your username and set your password."
- Courses are created automatically in Blackboard every semester. Login through myGCC to access each of your courses.
- Click on the appropriate link to enter a course.

## Now What?

Take advantage of training opportunities which include **formal workshops** and **drop-in sessions**. Be sure to check the website at: [www.germannna.edu/dl](http://www.germannna.edu/dl) or <http://moourl.com/GCCBb> for an updated list of offerings, as well as tutorials on many related instructional technologies. If you don't see it, just ask.

## Why can't my students see the course?

- All classes are "Unavailable," by default. As the instructor, you can get into the course site, but your students cannot even see that it exists. To make your course "Available" to your students,
  - go into your course
  - choosing Control Panel on the bottom left
  - find the link that says "Customization"
  - Click the link that says "Properties"
  - Locate section 2 for "Course Availability"
  - Check Yes to make it available or Check No to make it Unavailable
  - Click submit

## Is the roster accurate?

- Blackboard is updated frequently with student information.
- Students must be officially **registered** without any financial holds to be registered.
- Instructors should not enroll students into their Blackboard courses.

## Where can I get help?

- Faculty support on the use of any instructional technology is provided by the **Instructional Designer**. Please feel free to contact:

Juliette Mersiowsky

540-834-1049

[jmersiowsky@germannna.edu](mailto:jmersiowsky@germannna.edu)

- Use the online resources at [www.germannna.edu/dl](http://www.germannna.edu/dl) and <http://moourl.com/GCCBb>
- Use the online resources at <http://support.blackboard.com>. This is a free resource.