Navigating the Blackboard Learn Environment

The Blackboard Learn environment provides ways to navigate to courses, access certain tools within courses, and quickly find updates and information. **When you log into Blackboard you will be on the My Island Online tab.**

The Page Header is the area at the very top of the screen that contains the **My Island Online** tab and **Courses** tab. To the far right of the page header is the logout button and immediately left of that is the link to expand the **Global Navigation Menu.** [See video.](#)

**Global Navigation Menu –**

The **courses you recently visited** will be listed.

At the bottom of the menu is **Settings.** Click on settings to:

- Change text size
- Adjust contrast settings
- View and edit personal information
- Edit notification settings

Just beneath “Settings,” the Home icon lets you navigate to the My Island Online tab/Notifications Dashboard.

The **?** icon at the bottom of the menu lets you quickly access the **IT Help webpage.**

**Profile** – Create and edit your profile settings. [See video](#)

**Bb Home** – Shows what’s due today and this week. View recently graded assignments and discussion posts.

**Posts** – Consolidates posts from all the collaborative tools (Discussion Boards, Wikis, Blogs, and Journals) from all your courses.

**Updates** – Shows announcements & course updates

**My Grades** – Shows grades recently posted in courses.

**Calendar** – View calendars for all courses [See video](#).

**People** – Connect with other people at the university.