



Online Learning Centre

Inspiring Learning

Blackboard is a learning management system designed to provide a learning environment where instructors share their course materials, assignments and assessments. This quick start guide is designed to get you started using the Blackboard System.

❖ LOGGING INTO BLACKBOARD

Using a browser (preferably the latest version of Chrome or Firefox), type the following web address: **https://olc.spsd.sk.ca** and press the Enter Key. Click on the Blackboard Learn Logo.



❖ USERNAMES & PASSWORDS


Usernames and passwords are provided to the students by their teachers via email. (Hotmail & Live email users are encouraged to check the SPAM/JUNK folders)

NOTE: It is strongly recommended that you change your password upon logging in the first time.

❖ My Place / Mon espace

Once you have logged into Blackboard (Bb), you will see the **My Place / Mon espace** page. If it doesn't look like the following image, click on "My Place / Mon espace"

Global Navigation Menu (My Blackboard)
Manage privacy settings, access calendar, posts, help and updates.

Log Out
Click  to log out.

The screenshot shows the Blackboard user interface. At the top, there is a navigation bar with the user's name 'Bb Student' and a power button icon. Below this is a 'My Institution' section with a 'Notifications Dashboard' tab. The main content area is divided into several panels: 'Tools' (with links for Announcements, Calendar, Tasks, My Grades, Send Email, User Directory, Personal Information, Goal Performance, My Portfolios, and Goals), 'My Classes' (listing 'Math 30 Foundations Sem 1 2017-18'), 'My Organizations' (stating 'You are not currently participating in any organizations.'), 'My Announcements' (stating 'No Institution Announcements have been posted in the last 7 days.'), and 'My Tasks' (stating 'No tasks due.').

My Place/Mon espace Content Collection/Contenu Teaching Resources Help

My Institution Notifications Dashboard

Tools
Announcements
Calendar
Tasks
My Grades
Send Email
User Directory
Personal Information
Goal Performance
My Portfolios
Goals

My Classes
Classes where you are: Student
Math 30 Foundations Sem 1 2017-18

My Organizations
You are not currently participating in any organizations.

My Announcements
No Institution Announcements have been posted in the last 7 days.
No Class or Organization Announcements have been posted in the last 7 days.
more announcements...

My Tasks
My Tasks:
No tasks due.
more tasks...

My Classes
Your class in which you are enrolled in is listed here.
Click on a course name to enter the course.

Tools

- Change your password
- Send email
- View grades

Announcements
View important information about your class and/or the Blackboard system.