

Finding Your Way In Blackboard

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If you have found this page, you are able to navigate Blackboard. Congratulations!

The information contained in this section will help reinforce your navigation skills, so you will need to review this page carefully.

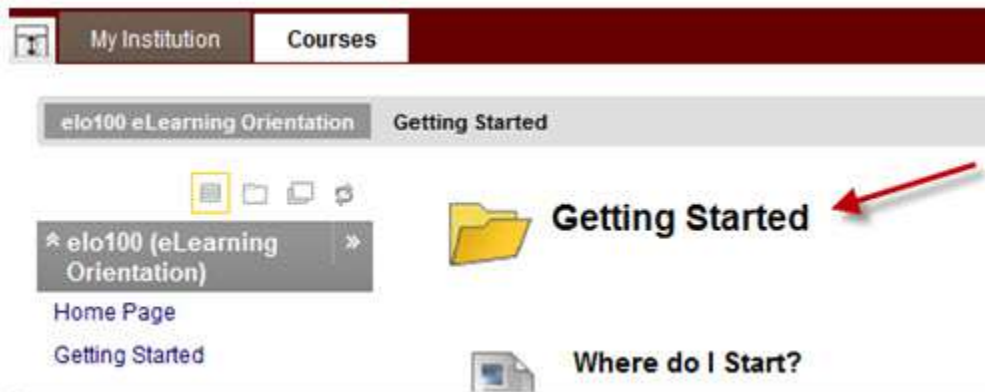
Important topics for Navigating Blackboard are:

- Understanding the types of links used in Blackboard
 - Underlined Text
 - Course Menu
 - Breadcrumbs
- Pop-Up windows
- Course Menu Expansion Button

Getting Started

After clicking on the course name on the **My Institution** page, you will be taken to the start page for the course. Generally this is the **Getting Started** page, but your instructor may change the start page as the course progresses.

You can tell what page you are on by the Title at the top of the page.



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Underlined Text is a Link

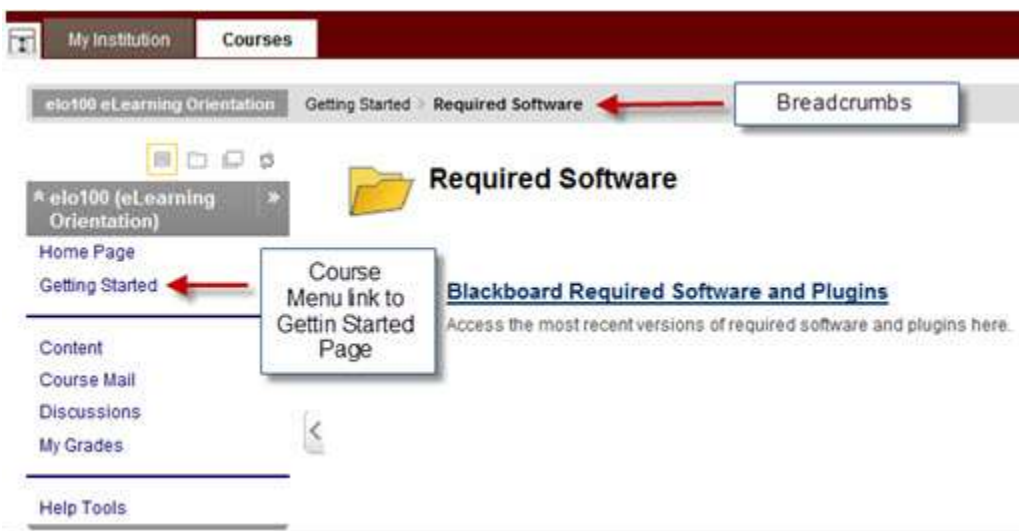
If you see underlined text in Blackboard, it means that you can access more information by clicking on the underlined text. [Underlined text](#) is a link to more information.



Course Menu and Breadcrumbs

The **Course Menu** is located on the left side of the screen and contains links to additional information. The links in the **Course Menu** become underlined when you move your mouse cursor over them.

Another way to navigate within a Blackboard course is to use the **Breadcrumbs** at the top of the page. The **Breadcrumbs** expand as you go deeper within a course and allow you to backup one page or multiple pages.



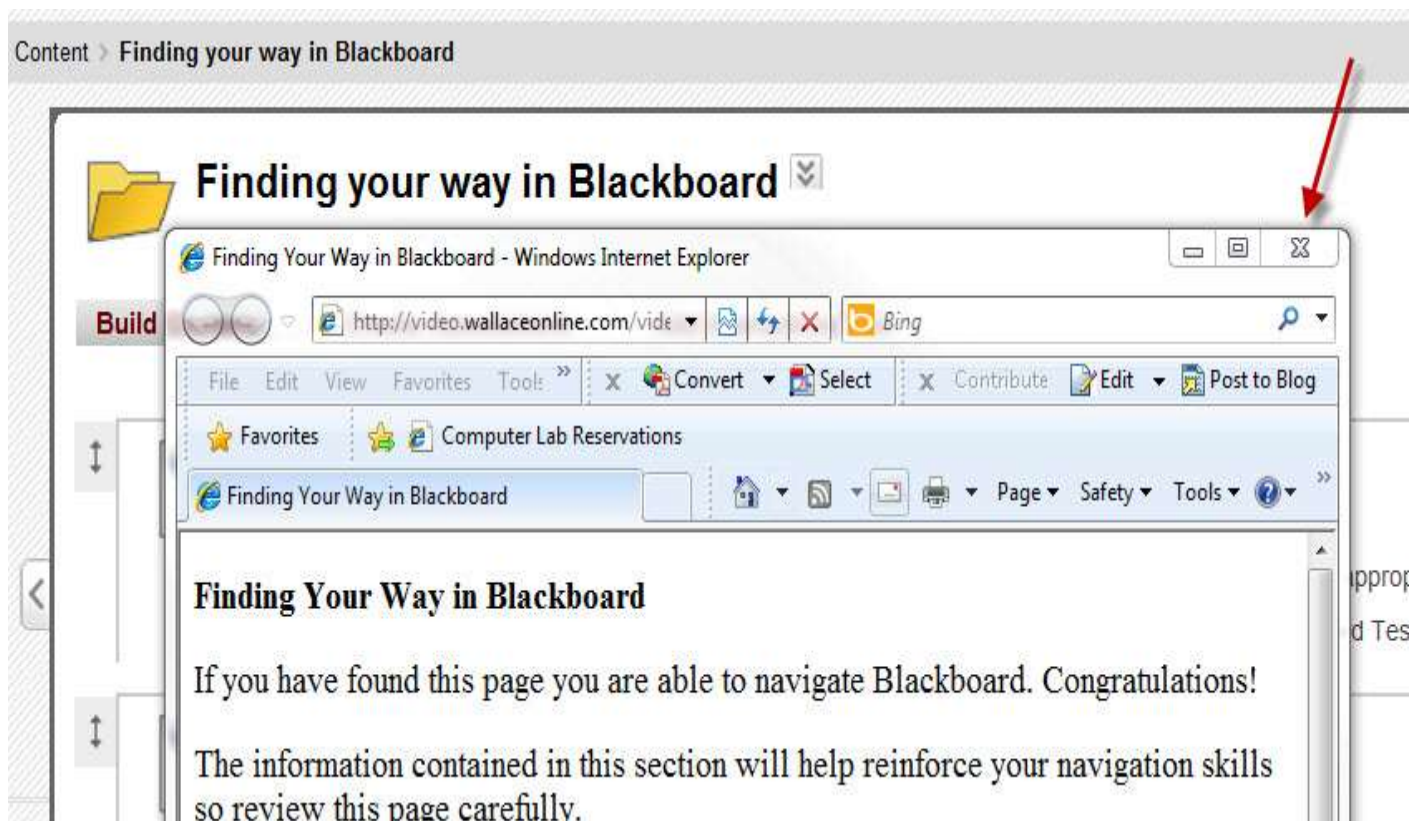
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Pop-Up Windows

Sometimes **Content** will utilize **pop-up windows**. This makes it easier to share information that is outside of the Blackboard learning system but may be confusing if you are not expecting it.

You can recognize a **pop-up window** in **Blackboard**, because it will not have the navigation tabs at the top of the screen or **Course Menu** on the left side of the screen.

If **Content** appears in a **pop-up window**, simply review the information completely. Then close the window by clicking the **X** in the upper right corner.

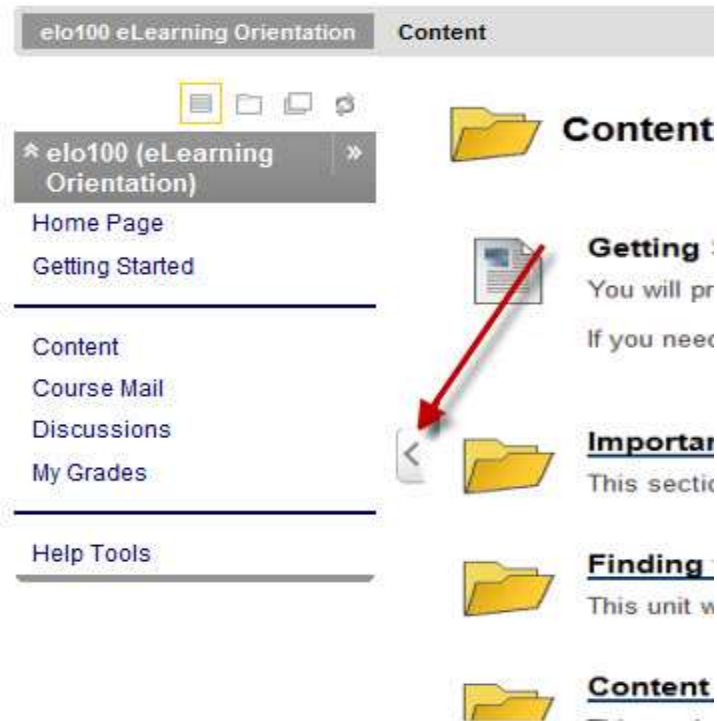


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Collapsing the Course Menu

There is only so much space on a computer screen. You may find it helpful to collapse the **Course Menu**, so you can concentrate on the **Content** of the course.

To collapse the **Course Menu**, you will click on the small expansion button that is next to the **Course Menu**. Clicking it again will restore the **Course Menu**.



If the **Course Menu** ever disappears, click on the button to restore it. If that does not work, you may be on a computer with **an out-of-date version of JAVA**. Navigate to www.java.com to install the newest version (free download).

Further Assistance

For any students, the information contained on this page will be adequate in learning to navigate the Blackboard system.

If you require additional information, use the following resources:

[Blackboard Help Documents for Students](#) (WCC Help Documents)

[Blackboard On Demand Learning Center](#) (Blackboard Website)

