

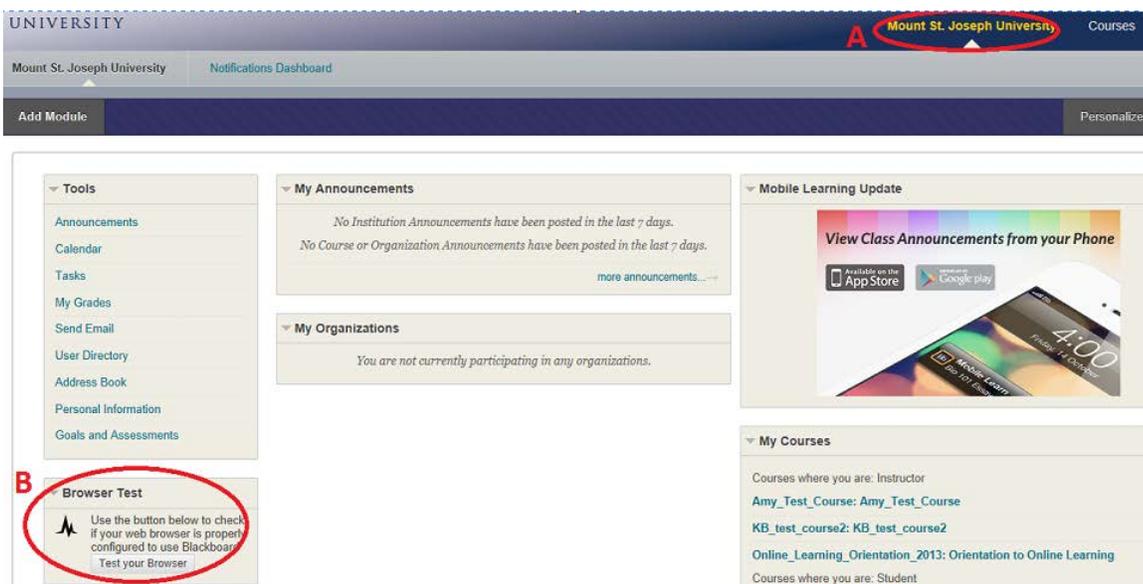
## Getting Started with Blackboard

Blackboard supports the following four primary browsers:

- Firefox 24 and later
- Chrome 30 and later
- Safari 6 and later (Safari for Windows is no longer supported by Apple and is not supported for the new Blackboard Learn experience.)
- Internet Explorer 9 and later (Certain functions within the Blackboard Learn system may not work properly when accessed with Microsoft's Internet Explorer web browsers including versions 9, 10, & 11. Because of this, we do not recommend using Internet Explorer at this time.)
  - Please contact the ISS Help Desk at 244-4357 if you require assistance installing a new browser

### How to Access Blackboard Learn

1. Connect to the Internet and open your browser window.
2. Type this address directly into your browser: <https://blackboard.msj.edu> and log in to Blackboard with your Network/Mount Email username and password.

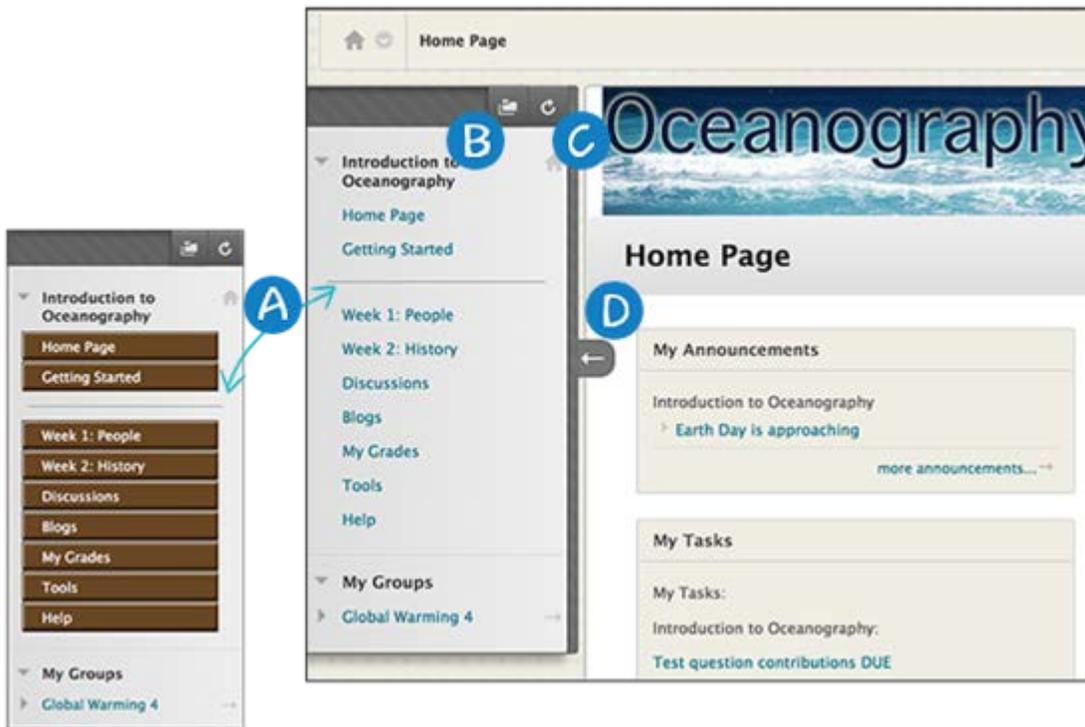


3. Click on the *Mount St. Joseph University* tab in the upper right-hand corner (Figure A).
4. Click on the “Test your Browser” button (Figure B). This module allows you to verify that your web browser is properly configured to use Blackboard.
5. Click on the link to the desired course under the module box labeled: **My Courses** and the area: **Courses in which**
6. **you are enrolled.**
  - a. When you're finished with your Blackboard session, click the logout button  in the upper-right corner of the page.

### Password Assistance

If you have misplaced/forgotten your username /password or have other technical issues, please contact the ISS Helpdesk at 513-244-HELP (4357) or via email at [ISS\\_helpdesk@mail.msj.edu](mailto:ISS_helpdesk@mail.msj.edu) and request a network password reset.

## Blackboard Learn Course Menu



- A. For the course menu design, instructors can use text only or labeled buttons for the links.
- B. Open the course menu in a separate window. The detached menu always displays course materials as a directory tree. You can expand the view to show the hierarchy of course navigation and move the window wherever you want.
- C. Refresh your view.
- D. Expand or collapse the course menu frame by moving your mouse pointer near the border and clicking the arrow. When you collapse the course menu, you have more room to view content.

## Course-to-Course Navigation

While inside one of your courses, you can conveniently access all of the courses you are enrolled in. Access the contextual menu next to the house icon. Click another course title. If the same page you are currently viewing in the course exists in the next course, that is where you will land. The most recently visited course is listed first.

