



Student Guideline

E-LEARNING

Blackboard Ultra

Student Handbook



Contents

Overview	1
Blackboard Learn and Collaborate Ultra	1
Login to Blackboard	2-3
Institution tabs	4-12
Course tabs	13
Course tabs in the top.....	13
Course tabs in the left side.....	14
Browse the course content area.....	15-24
Blackboard Application	25-31
Compatible Devices with Blackboard	32
Recommended Browsers	33

Overview

This guide is designed to help you learning about blackboard system tabs, and course tabs. Also, It will give you a comprehensive view in how to participate in course tools and items.

If you have not used Blackboard much in the past, now is a great opportunity to learn. We are all in this transition together with the goal of earning a high quality experiences.

Blackboard Learn and Collaborate Ultra



Blackboard

Blackboard learn

Blackboard Learn is an application for online teaching, learning, community building, and knowledge sharing. [ref]

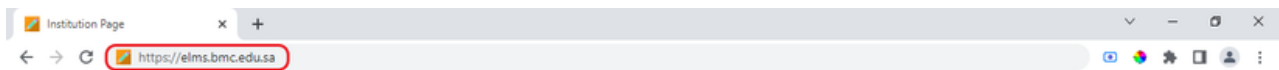


Collaborate

Blackboard collaborate ultra is a tool that allows instructors to communicate a synchronously or an asynchronously with students via camera and mic. Moreover, it has some advantages such as share files same as pdf, and powerpoint or share applications to reach a high level of educational process.

Login to Blackboard

- Click on the direct link elms.bmc.edu.sa, or type it in the Url area in your browser and click on enter button from keyboard.

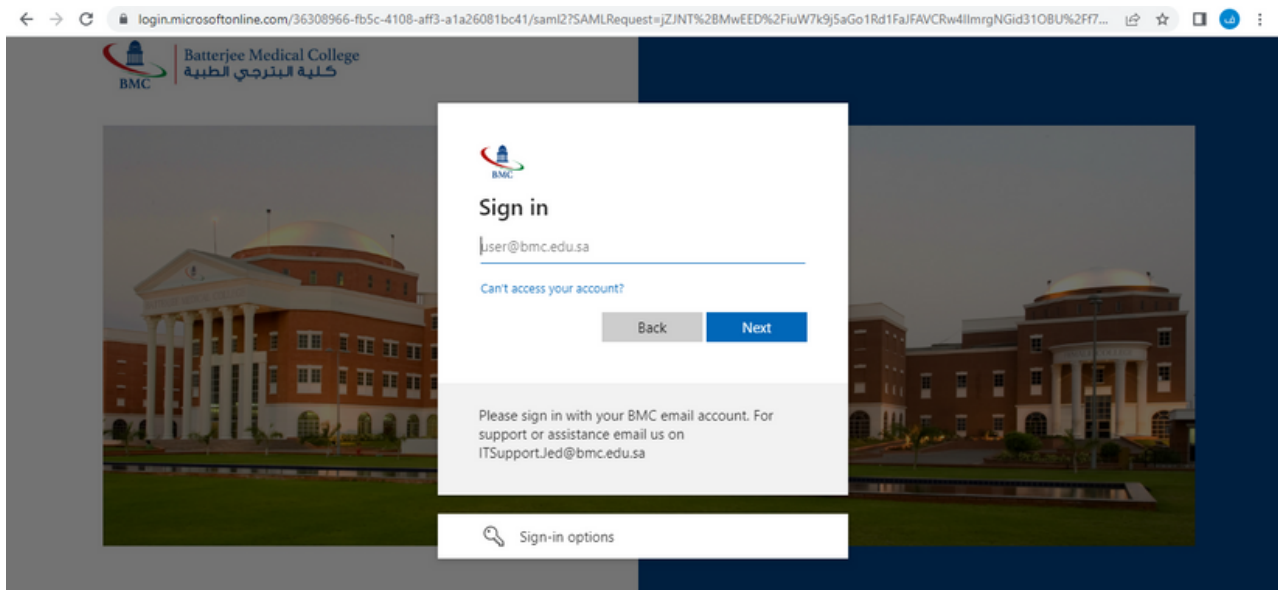


Note: You don't have to type https://, because once you press enter button, browser will handle it automatically.

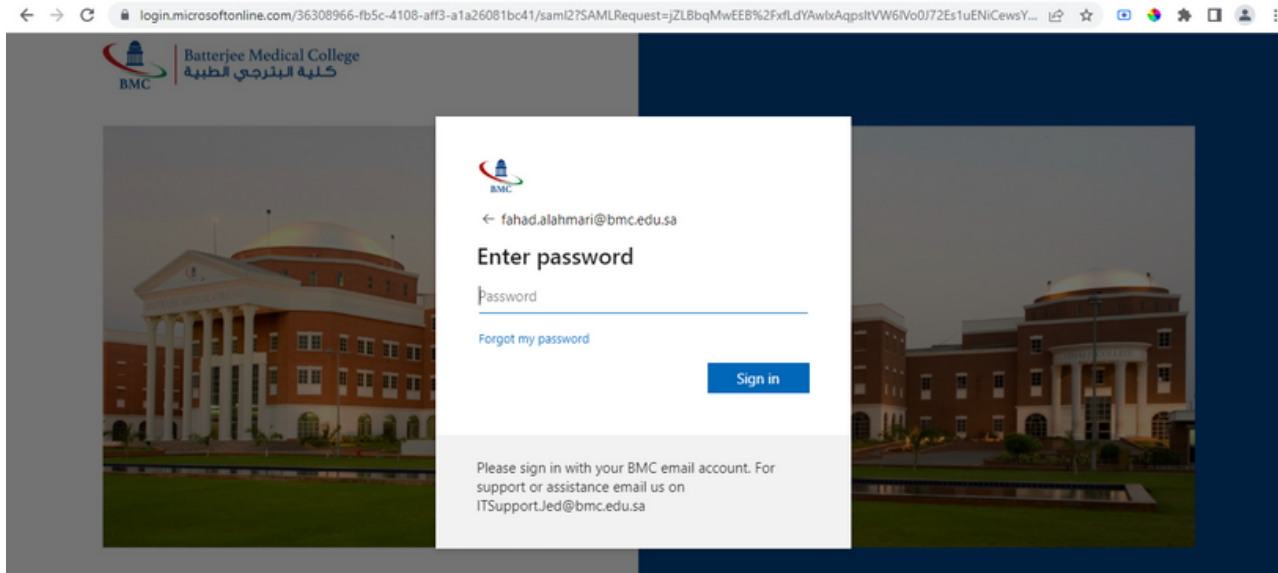
- Once blackboard login page appears, Click on "Sign in with third-party account" then click on "Login in using college email@bmc.edu.sa".

A screenshot of the BMC Blackboard login page. At the top is the BMC logo, which includes a building icon and the text "BMC Batterjee Medical College" and "كلية البترجي الطبية". Below the logo are two input fields labeled "Username" and "Password". A "Sign In" button is positioned below these fields. To the right of the button is a link that says "Forgot Password?". At the bottom, there is a dropdown menu labeled "Sign in with third-party account". The dropdown is open, showing an option "Login using college email @bmc.edu.sa" which is highlighted with a red rectangle.

- Type your email@bmc.edu.sa, then click on next button.



- Type your password, then click on sign in.



Institution tabs

- **Institution page:** In this tab, Important announcements will be published from institution (College), or programs. Moreover, Modules such as guidelines, social media, library, and student's handbook will be available and accessible.

The screenshot shows the BMC Online Library interface. The top navigation bar includes the BMC logo and the text 'Batterjee Medical College' and 'كلية التمريض الطبية'. The 'Institution Page' tab is selected. The main content area features a search bar, a 'Library Catalogue' section, and a 'BMC Library eBookstore' section. Below these, there is a 'BMC Social Media' section with links to Instagram and Facebook. The bottom right corner displays social media icons and the handle '@bmcjed'.

- **Student name:** In this tab, students can navigate through Basic Information such as (Full Name, Email Address, Student ID, and Password), Additional Information such as (Gender, Additional Name, Birthday, Education Level, and Website), Contact Information such as (Mailing Address, Phone Number, and Business Fax Number), Job Information such as (Company, Job Title, and Department), and System Settings such as (Language, Privacy Settings, and Global Notification Settings).

The screenshot shows the 'Student perspective' profile page. The navigation menu on the left includes: Institution Page, Student perspective (selected), Activity Stream, Courses, Organizations, Calendar, Messages, Grades, Tools, and Sign Out. The main content area is titled 'Student perspective' and includes a profile picture placeholder and the ID '0007123'. The page is divided into three main sections: Basic Information, System Settings, and Additional Information. Basic Information includes fields for Full Name, Email Address, Student ID, and Password. System Settings includes Language, Privacy Settings, and Global Notification Settings. Additional Information includes Gender.

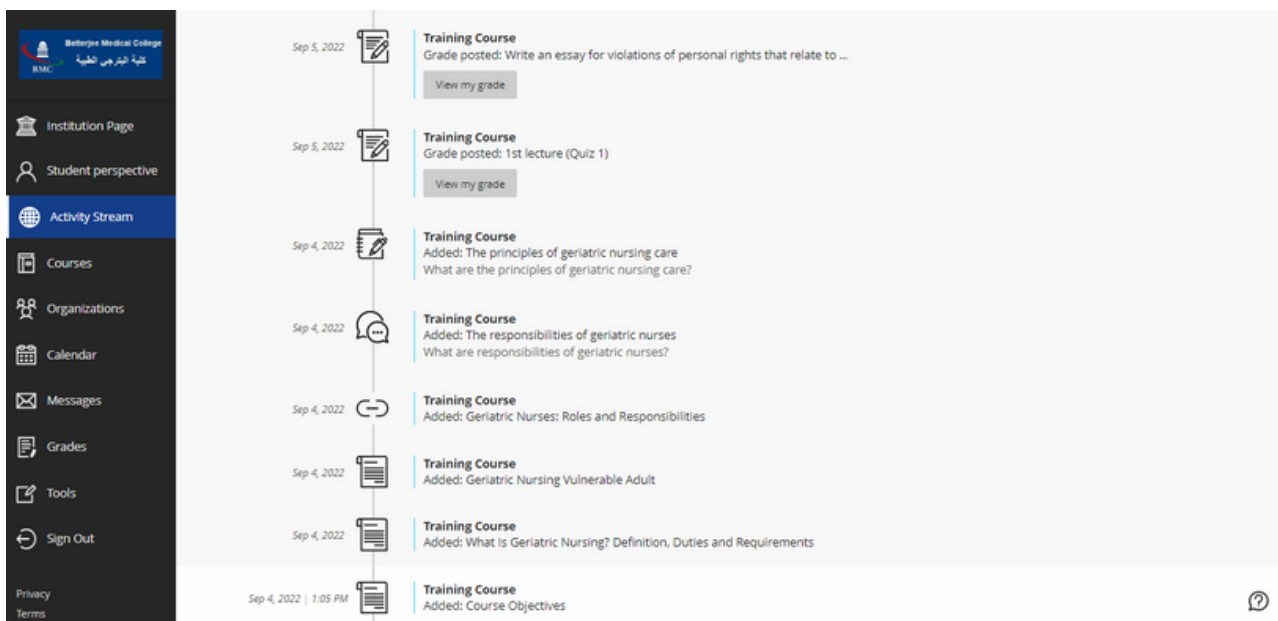
You're free to fill up any further information, but we should notify you about the most important thing in this tab which is " Global Notification Settings ". It includes three notifications type (Stream Notifications, Email Notifications, and Push Notifications), each one of them has choices determined by default. You can determine them by ticking/unticking the checkboxes beside each one of them.

The screenshot shows the 'Stream Notifications' settings page. The page title is 'Notification Settings' and the 'Stream Notifications' tab is selected. The page shows a list of notification categories with checkboxes and dropdown arrows. The categories are: My grades and activity (7), New calendar event, Blog activity (2), Journal activity (2), and Wiki activity (3). All checkboxes are checked.

The screenshot shows the 'Email Notifications' settings page. The page title is 'Notification Settings' and the 'Email Notifications' tab is selected. The page shows options for email frequency and a list of activities to notify about. The options are: Email me right away, Email me once a day, and a list of activities: New grades and feedback, New messages, New discussion messages, New content added, New and upcoming due dates, Past due items, and New courses available. All checkboxes are checked.

The screenshot shows the 'Push Notifications' settings page. The page title is 'Notification Settings' and the 'Push Notifications' tab is selected. The page shows options for push notifications and a list of activities to notify about. The options are: Notifications for due dates always appear in the app, and a list of activities: New content and discussions, New discussion responses, New grades and feedback, and New and upcoming due dates. All checkboxes are unchecked.

- **Activity Stream:** All "Content items", and activities such as "Assessment" which is including (Tests, and Assignments) and "Participation and Engagement" which is including (Discussions, and Journals) will appear in this tab as a notification once instructor creates one of them.



- **Courses:** This tab contains all courses that you have enrolled in, and you have the option to display the courses layout as grid or linear. Also you have the option to filter them as (All courses, Courses I am taking, Open courses, and Completed courses). Furthermore, you can mark some of your courses as favorite courses by clicking on the star, and you can access your course by clicking on it.

The screenshot shows the 'Courses' page of Batterjee Medical College. The left sidebar contains navigation options: Institution Page, Student perspective, Activity Stream, Courses (highlighted), Organizations, Calendar, Messages, Grades, Tools, and Sign Out. The main content area is titled 'Courses' and has a sub-header 'Current Courses'. A search bar and a filter dropdown are visible. The filter dropdown is open, showing options: 'All Courses', 'All courses', 'Courses I am taking', 'Open courses', and 'Completed courses'. Below the filter, there is a section for 'Assorted Dates' with a card for 'Training Course'.

This screenshot shows the same 'Courses' page as above, but with the filter dropdown closed. The 'Filter' dropdown now only shows 'All Courses'. The 'Assorted Dates' section displays a card for 'Training Course' with a 'More info' link and a star icon.

- **Organizations:** If you're enrolled to any organization such as student council, leaders, or volunteers. the organization will appear in this tab.

- **Calendar:** Enable you to add an event or add a reminder for your personal calendar by clicking on plus ⊕ icon. Whereas, settings ⚙ icon allows you to determine what you would prefer to be displayed in it such as (your personal calendar, your courses, and institution). Moreover, you can specify certain choices for showing information such as ([Schedule, or Due dates], [Day, ,Month, Today]).

Calendar Settings

Select the calendars you want to display:

Calendars

[Clear All](#) | [Select All](#)

- My Personal Calendar
- Training_Course: Training Course
- Institution

- **Calendar:** Enable you to add an event or add a reminder for your personal calendar by clicking on plus ⊕ icon. Whereas, settings ⚙ icon allows you to determine what you would prefer to be displayed in it such as (your personal calendar, your courses, and institution). Moreover, you can specify certain choices for showing information such as ([Schedule, or Due dates], [Day, ,Month, Today]).

Calendar Settings

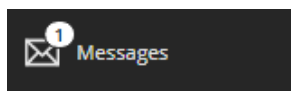
Select the calendars you want to display:

Calendars

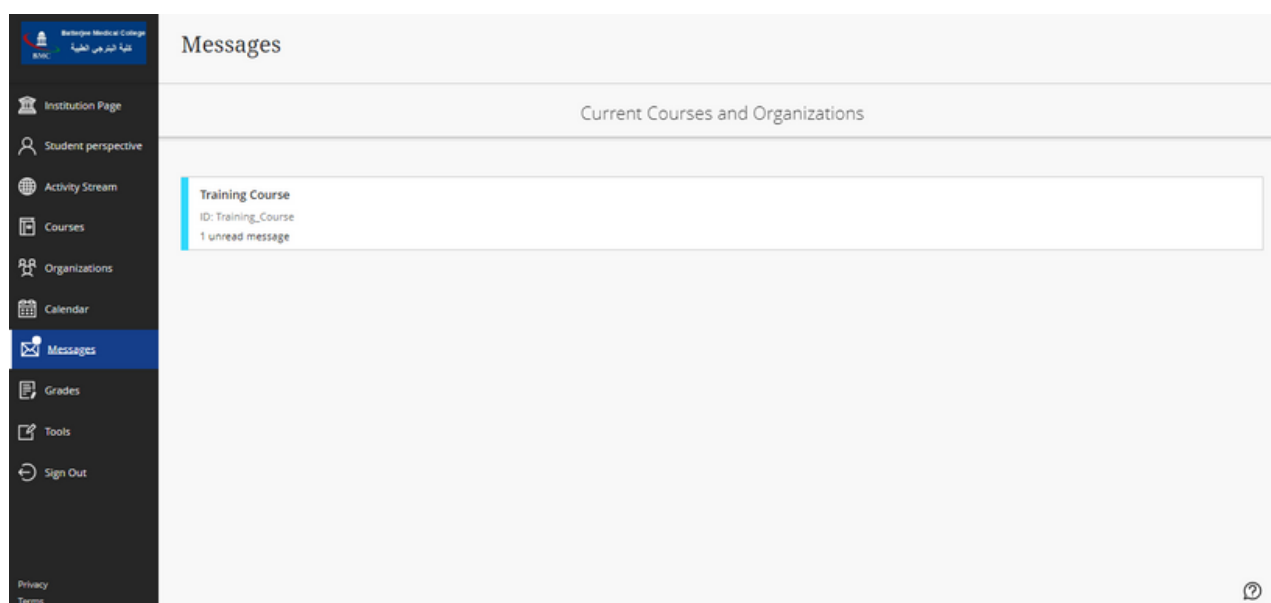
[Clear All](#) | [Select All](#)

- My Personal Calendar
- Training_Course: Training Course
- Institution

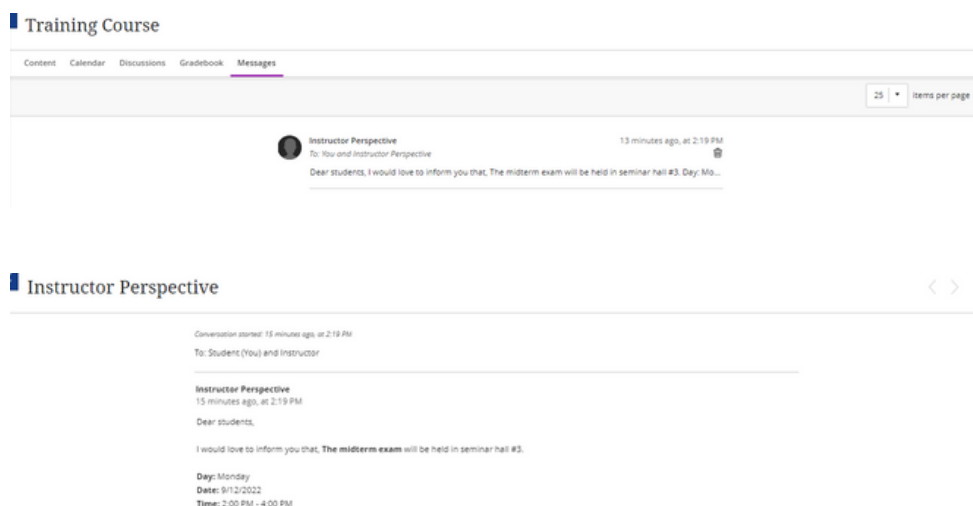
- **Messages:** This tab will show you list of courses where its instructors have sent you an important messages.
 - The notifications number of unread messages that appears on messages tab is a good sign to get your attention.



- Click on messages tab, then click on the course.



- Click on the message to expand it.



- **Grades:** This tab will show up your submission grades in list of courses which you enrolled in.
- Click on the course to show up the list of assessments or discussions.

The screenshot shows the 'Grades' tab interface. The left sidebar contains navigation icons and labels: Institution Page, Student perspective..., Activity Stream, Courses, Organizations, Calendar, Messages, Grades (highlighted), Tools, and Sign Out. The main area is titled 'Grades' and 'Current Courses and Organizations'. It lists recent grades for 'El_Course':

Assessment	Score
Exam 1	3 / 3
Discussion about Ch.1	1.5 / 2
Quiz 1	4.5 / 5
Quiz 2	0.75 / 1
J-Topic (Content isn't available yet.)	2 / 2

A link 'View all work (10)' is located at the bottom right of the list.

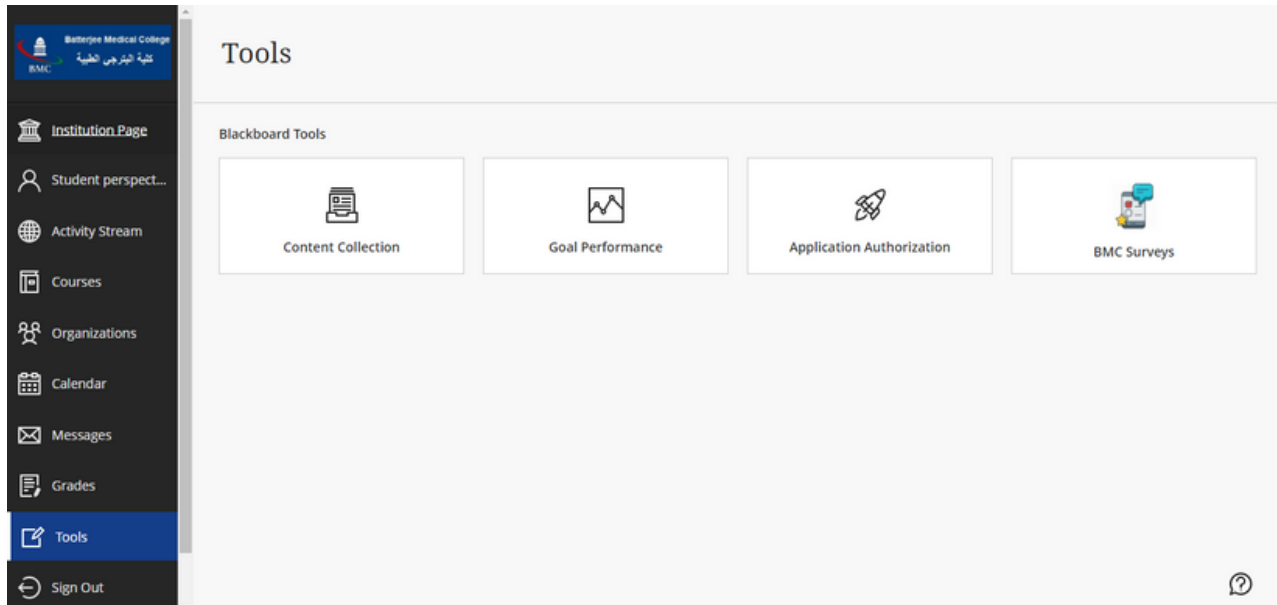
- Click on a specific assessment/discussion to view the submission grade.

The screenshot shows the 'Grades' tab with a modal window open for 'Exam 1'. The modal displays the following details:

- Details & Information**
 - Assessment due date: 11/7/22, 12:00 AM
 - Attempts: 0 attempts left
- Grading**
 - Your Grade: 3 / 3
- Assessment Results**
 - Submission View: Available now

A 'View submission' button is located at the bottom of the modal.

- **Tools:** This tab will show you list of tools which are available by blackboard system or BMC.



- **Tools:** This tab will show you list of tools which are available by blackboard system or BMC.
- **Sign out:** Click on sign out tab whenever you would like to log out and be sure you end the session once you use non-personal device.

Course tabs

Course tabs in the top

- **Content:** This tab will show you all the contents that related to your course such as items, participation and engagement, and assessment.
- **Calendar:** This tab will show you what have been scheduled for you, due date for assessments and discussions that related to this course.
- **Discussions:** This tab will show you discussions that created by the instructor and you should open and participate in all of them.
- **Gradebook:** This tab will show up your submissions grade in each activity.
- **Messages:** This tab will show up the messages that sent by the instructor.

The screenshot displays the LMS interface for a 'Training Course'. At the top, a navigation bar contains tabs for 'Content', 'Calendar', 'Discussions', 'Gradebook', and 'Messages', with 'Content' highlighted. Below the navigation bar is a banner image with the text 'Training Course' and 'Here we learn'. The main content area is divided into two columns. The left column, titled 'Course Faculty', includes 'Instructor Perspective' (with a profile icon and 'INSTRUCTOR' label) and 'Details & Actions' (with a 'Roster' link). The right column, titled 'Course Content', includes 'Course Objectives' and 'Chapter 1' (with a folder icon and a description: 'This chapter will include Definition, Duties and Requirements about " Geriatric Nursing "'). A help icon is visible in the bottom right corner of the content area.

Course tabs in the left side

- **Roster:** This tab will show up everyone who has enrolled to this course.
- **Blackboard Collaborate:** This tab will allow you to join the virtual classroom which has been created by the instructor.
- **Attendance:** This tab will show your attendance in the virtual classroom once your instructor enable it.
- **Groups:** This tab will show up groups that may create by the instructor directly or the instructor may leave it as a self-enrollment.
- **Announcements:** This tab will show up all the important announcements from your instructor.
- **Books & Tools:** This tab will show the available tools by BMC.

The screenshot displays the Blackboard course interface. On the left, the 'Course Faculty' section shows the instructor's profile. Below it, the 'Details & Actions' menu is highlighted with a red box, listing the following options:

- Roster** (with a red box around the icon and text): [View everyone in your course](#)
- Blackboard Collaborate**: Room closed
- Attendance**: [View your attendance](#)
- Groups**: [View groups to join](#)
- Announcements**: No announcements
- Books & Tools**: [View course & institution tools](#)

The main 'Course Content' area on the right shows the following structure:

- Course Objectives
- Chapter 1 (with a dropdown arrow)
 - This chapter will include Definition, Duties and Requirements about " Geriatric Nursing ".
 - Chapter 1 (1st Lecture) (with a dropdown arrow)
- Geriatric Nurses: Roles and Responsibilities
- The responsibilities of geriatric nurses
 - What are responsibilities of geriatric nurses?
- The principles of geriatric nursing care (with a help icon)

Browse the course content area

- **Browse the document item:** Document item may include the explanation of the lecture in multi methods such as (Typing, Powerpoint, pdf, word).



Document

- Click on the document to open it.



What Is Geriatric Nursing? Definition, Duties and Requirements

Training Course

What Is Geriatric Nursing? Definition, Duties and Requirements

By Indeed Editorial Team

Updated September 30, 2021 | Published February 25, 2020

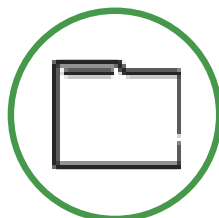
What is a geriatric nurse?

Geriatric nurses are registered nurses (RNs) who are educated and trained to care for elderly patients and understand their specific health needs. They are also called "gerontology or gerontological nurses." Geriatric nurses provide patient-focused care to a vulnerable population with the ability to greatly improve their patients' quality of life. They understand that conditions regarded as minor in a younger adult can quickly become serious or even life-threatening for an elderly person.

Mental and emotional well-being

Geriatric nurses care not only for the physical needs of their patients, but also for their mental and emotional well-being. They need to be a friend to their patient and provide compassion and understanding, especially if the patient is alone most of the time. Geriatric nurses need to be able to identify when their patients are becoming stressed, therefore being positive even at potentially difficult times.

- **Browse the folder item:** Folder item may include documents, assessments, assignments, links, discussions, and journals.



Folder

- Click on the folder to expand it.




This chapter will include Definition, Duties and Requirements about " Geriatric Nursing ".


- **Browse the learning module item:** It's same as folder item but the only difference is that, you must follow the sequence.



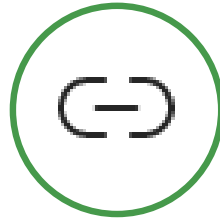
Learning module

○ Chapter 1 (1st Lecture) ^

○  Geriatric Nursing Vulnerable Adult


Ⓜ  Write an essay for violations of personal rights that relate to elderly
Due date: 9/5/22, 12:00 AM
Content isn't available

- **link item:** It's a link which may take you to another webpage, learning resource, or asynchronous session.



Link

- Click on the link to discover its content.

 Geriatric Nurses: Roles and Responsibilities

Roles and responsibilities of geriatric nursing?

- Integrate advanced knowledge and experience in delivering safe, effective quality care to geriatric clients in primary care.
- Demonstrate competence in managing the health/illness status of geriatric clients in primary care.
- Manage and negotiate within the health care delivery system on behalf of geriatric clients in primary care.
- Monitor and ensure quality health care for geriatric clients in primary care.
- Incorporate an understanding of trends in aging in planning and providing primary health care for clients.
- Demonstrate leadership and competence in implementing the role of the



< 1 of 7 >



Roles and responsibilities of geriatric nursing

 Download Now

- **SCORM package:** It's an item that allows instructor to present the content in various formats.



SCORM package

- Click on the SCORM package in the content area.
- Click on start attempt button to browse the content.
- Content in SCORM package may lead you to browse the content, participate in it as an assessment, or both of them at the same time.



Anatomy of a human heart
Due date: 11/15/22, 3:24 PM

Training Course

Anatomy of a human h...

Details & Information



Assessment due date
11/15/22, 3:24 PM



Attempts
1 attempt left

Grading

Anatomy of a human heart

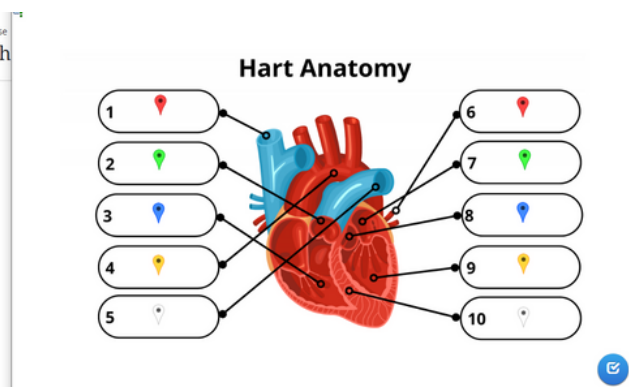


Maximum points

10 points

Start attempt

Training Course
Launch

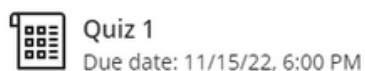


- **Assessment (Test):** The assessment tool is used to evaluate your understanding of lecture.



Test

- Click on Quiz 1 to open assessment navigation panel.
- Click on view assessment button to open it.





Training Course

Quiz 1


← B→

Details & Information

 **Assessment due date**
11/15/22, 6:00 PM

 **Attempts**
1 attempt left

Grading

 Maximum points	2 points
--	----------

[View assessment](#)

- Answer the questions.
- Click on submit button for submitting the assessment.

Quiz 1

0 OF 1 QUESTIONS REMAINING

Test Content

Question 1 2 Points

Addressing questions to a young adult about the older adult in his presence or making wrong assumptions that an older adult is not mentally competent. It's an example of violation of personal rights.

A True

B False

Details & Information

Assessment due date
11/15/22, 6:00 PM (UTC+3)

Attempts
1 attempt left

Grading

Maximum points	2 points
----------------	----------

Additional content

Last saved 3:33:27 PM

Questions Filter (1) ▾

Save and Close
Submit

- Download your submission receipt as an evidence of your submission.

Your submission was successful! ✕



Submission date:
11/15/22, 3:34 PM

Confirmation number:
6860ba5497a34a8fbf93d598f8f29714

You'll receive an email confirmation shortly.
You can also download your submission receipt (.txt).

Close


Download

- **Assessment (Assignment):** The assessment tool is used to evaluate your understanding of lecture.



Assignment


- Click on Write an essay for violations of personal rights that relate to elderly to open assessment navigation panel.
- Click on view assessment button to open it.

 Write an essay for violations of personal rights that relate to elderly
Due date: 11/16/22, 6:00 PM

Write an essay for vio...




Details & Information

 **Assessment due date**
11/16/22, 6:00 PM

 **Attempts**
1 attempt left

 **Originality Report**
SafeAssign enabled

Grading

 Maximum points	5 points
--	----------

[View assessment](#)

- Type your answer directly inside the text editor or attach it as a Word/Pdf file.
- Click on submit button for submitting the assessment.

■ Write an essay for violations of personal rights that relate to elderly

1 OF 1 QUESTIONS REMAINING

Assignment Content

Question 1 5 Points

Write at least three violations of personal rights that relate to elderly from your perspective, and explain why do you think they are violations.

Use the editor to format your answer

Word count: 0

Additional content

Questions Filter (1) ▾

Details & Information

Assessment due date
11/16/22, 6:00 PM (UTC+3)

Attempts
1 attempt left

Originality Report
[SafeAssign enabled](#)

Grading

Maximum points	5 points
----------------	----------

?

Save and Close

Submit

- Download your submission receipt as an evidence of your submission.

Your submission was successful! ✕



Submission date:
11/16/22, 12:26 PM

Confirmation number:
f38f919f33ea437081d5d6c3ca00605d

You'll receive an email confirmation shortly.
You can also download your submission receipt (.txt).

Close

Download

- **Participation and Engagement (Discussion):** The discussion tool is used to allow instructor and students to discuss a certain topic. Everyone can participate and reply to the participation of others.



Discussion

- Click on The responsibilities of geriatric nurses to open the discussion.



- Type your response directly inside the text editor or attach it as a Word/Pdf file.
- Click on Respond button to send your response.

The responsibilities of geriatric nurses

Discussion Topic

↻

What are responsibilities of geriatric nurses?

Responses (0)

Author

Fahad Alahmari
(Creator)

No Responses | No Replies

Find participants

Student perspective

No Responses | No Replies

Instructor Perspective

No Responses | No Replies

Student perspective

No Responses | No Replies

Instructor Perspective

No Responses | No Replies

Word count: 0

[Save Draft](#)

Cancel Respond

- **Participation and Engagement (Journal):** The journal tool is used to allow instructor and students to discuss a certain topic. Student's post isn't shareable with other students.



Journal

- Click on The principles of geriatric nursing care to open the journal.



The principles of geriatric nursing care

What are the principles of geriatric nursing care?

- Type your post directly inside the text editor or attach it as a Word/Pdf file.
- Click on Post button to send your response.

Journal Prompt

What are the principles of geriatric nursing care?

Entries

5 items per page



|type an entry

Word count: 0

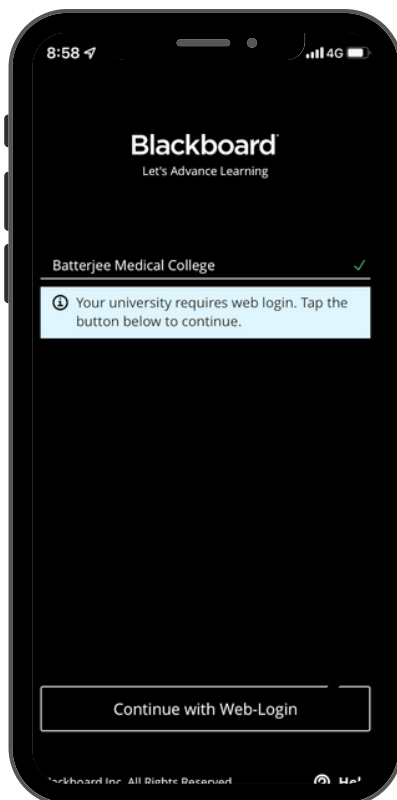
Cancel

Post

Blackboard Application



- Steps to open Blackboard App:



Enter Batterjee Medical College

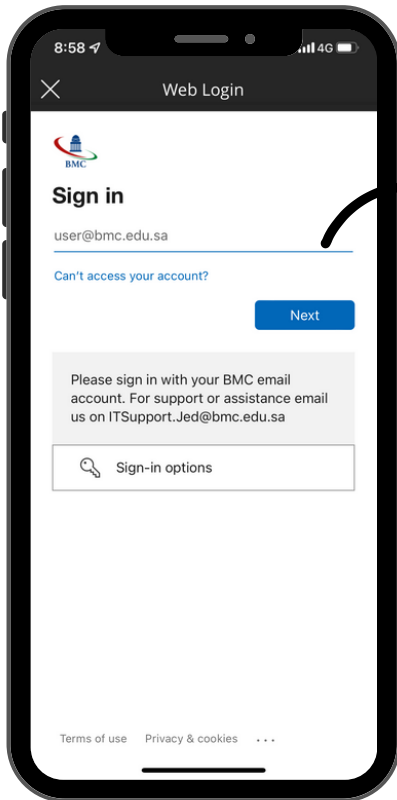
Tap on Continue with web-login



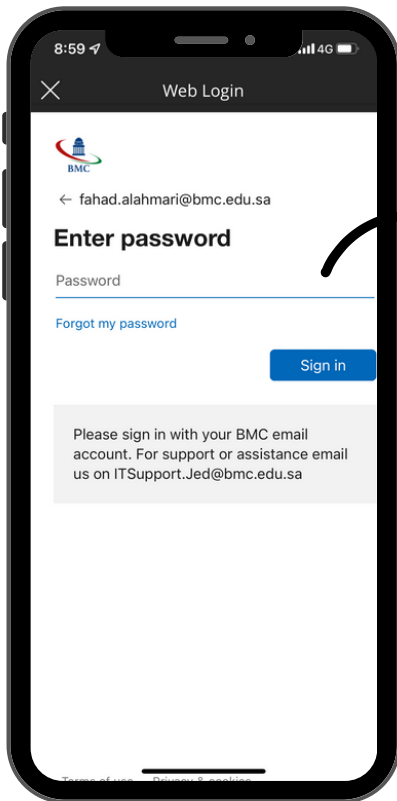
Tap on Sign in with third-party account



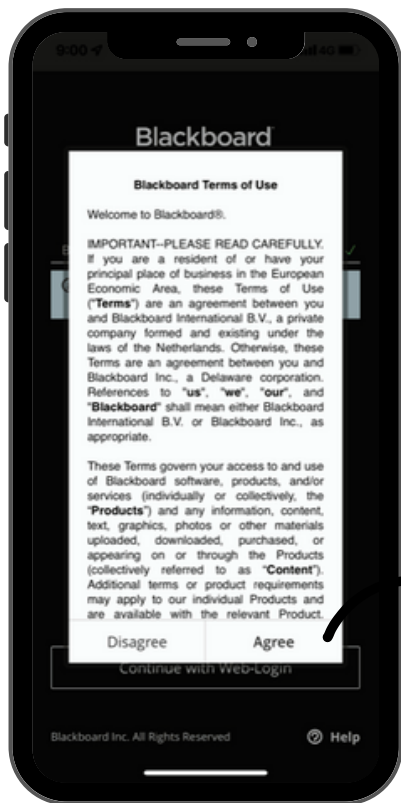
Tap on Login using college email @bmc.edu.sa



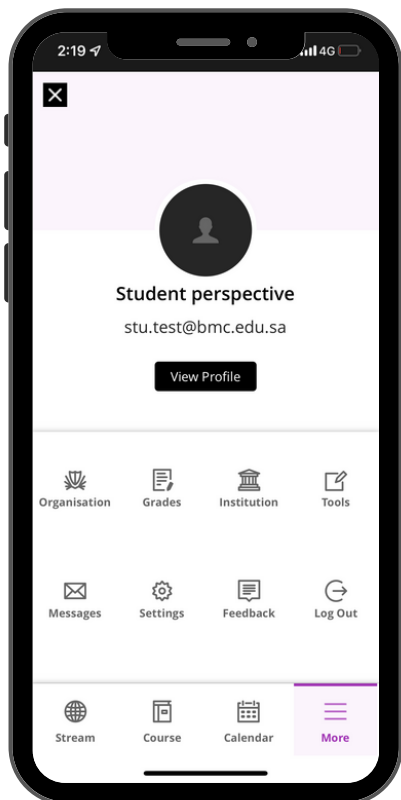
Enter your email@bmc.edu.sa



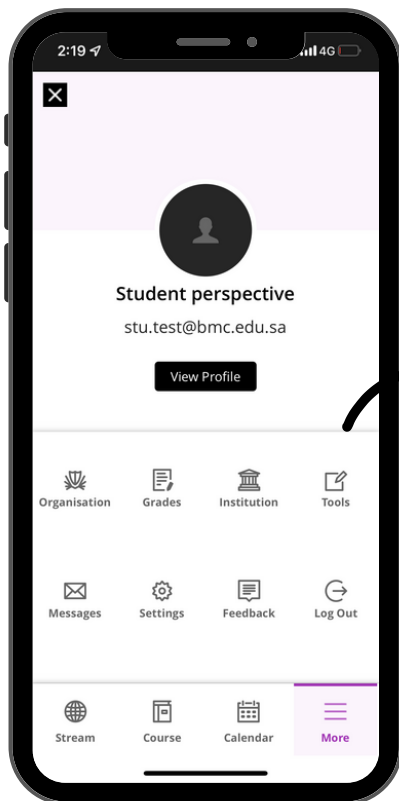
Enter your password



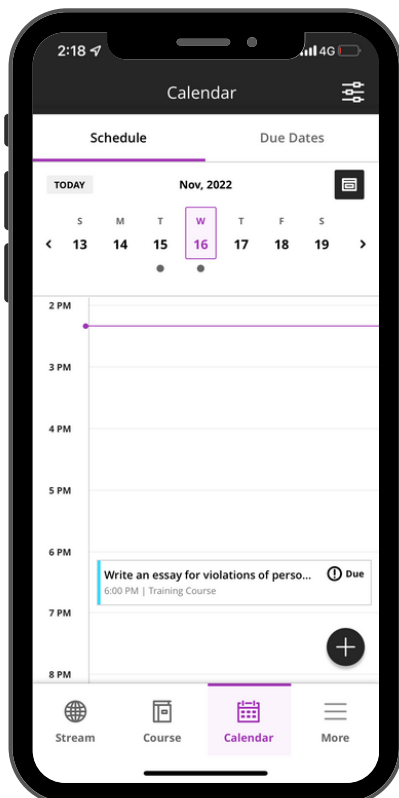
Tap on Agree



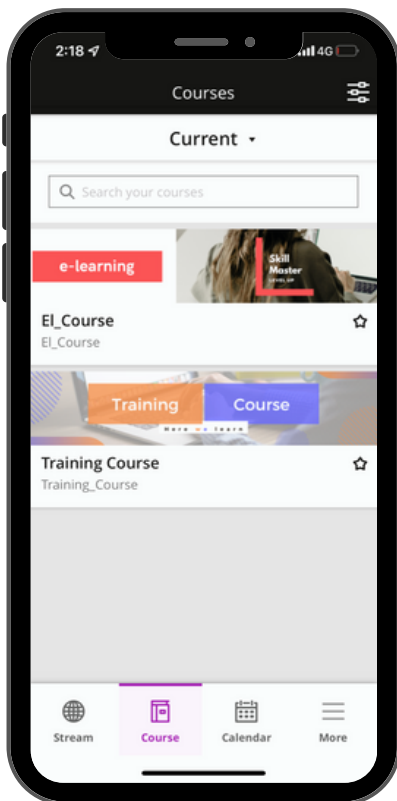
Welcome to Blackboard Application



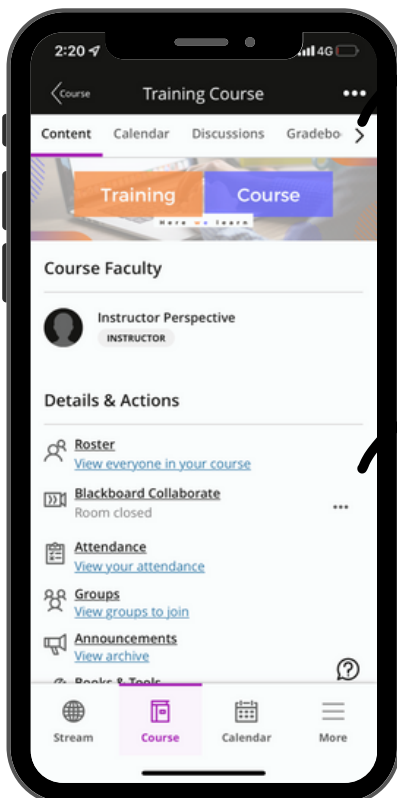
Institution tabs (Explained from P.4-P.12)



Calendar (Explained in P.9)

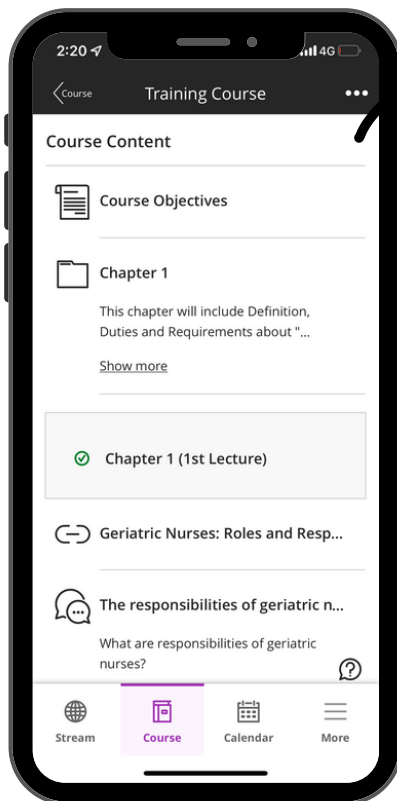


Tap on the course to open it
(Explained in P.6)

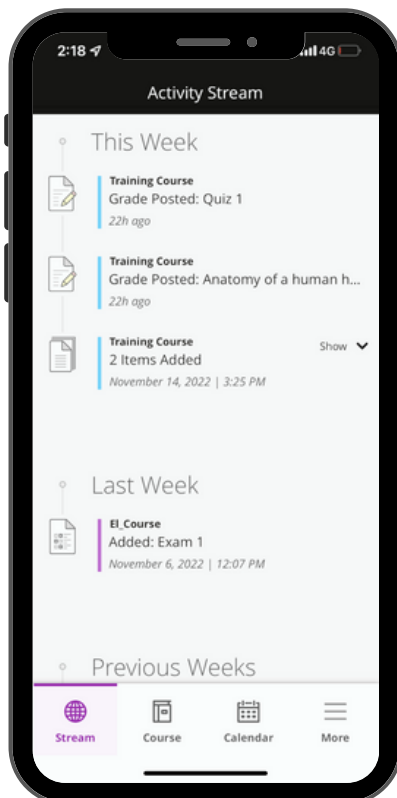


Course tabs in the top
(Explained in P.13)

Course tabs in the left side
(Explained in P.14)

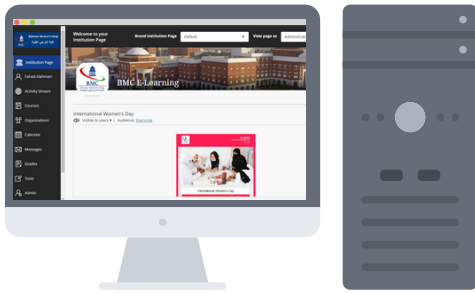


Browse the course content area
(Explained from P.15-P.24)

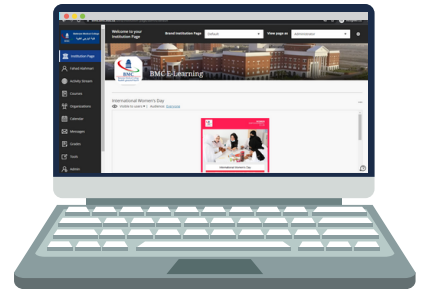


Activity Stream (Explained in P.6)

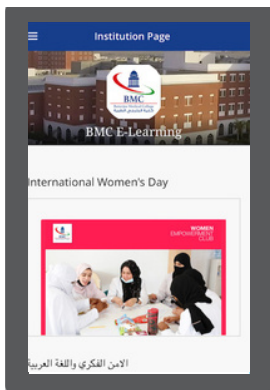
Compatible Devices with Blackboard



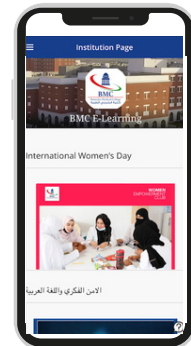
Desktop



Laptop



Tablet



Smartphone

Recommended Browsers



Google chrome
for Windows



Safari
for MAC