

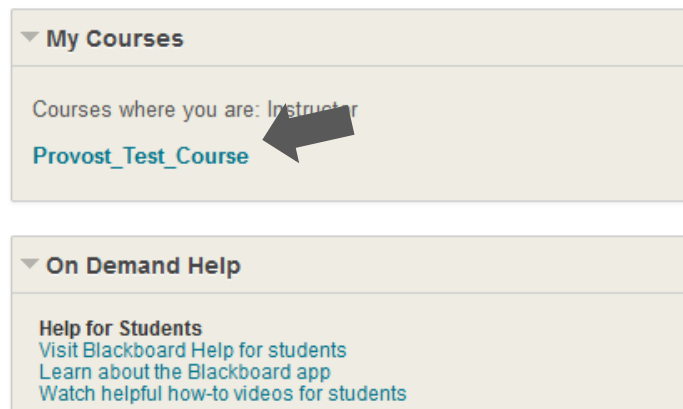


# FRANCIS MARION UNIVERSITY BLACKBOARD TRAINING ESSENTIALS

## Navigating Your Blackboard Course

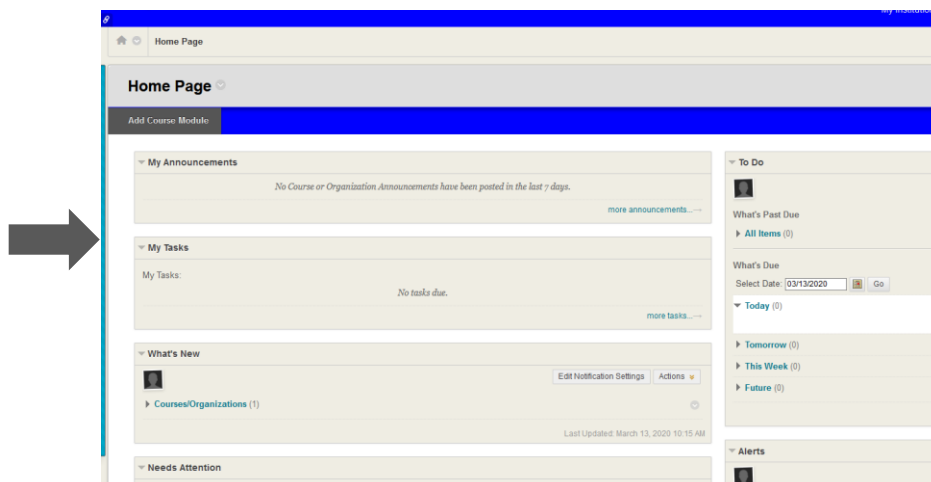
### Step 1

Select the course you wish to view. You should see a complete listing of your courses even if you do not typically use Blackboard. Courses are automatically created at the beginning of the semester.



### Step 2

Once you have clicked on your course, you will see the Home Page with many different modules. The left menu panel may or may not be visible. In the example below, it is not currently visible.



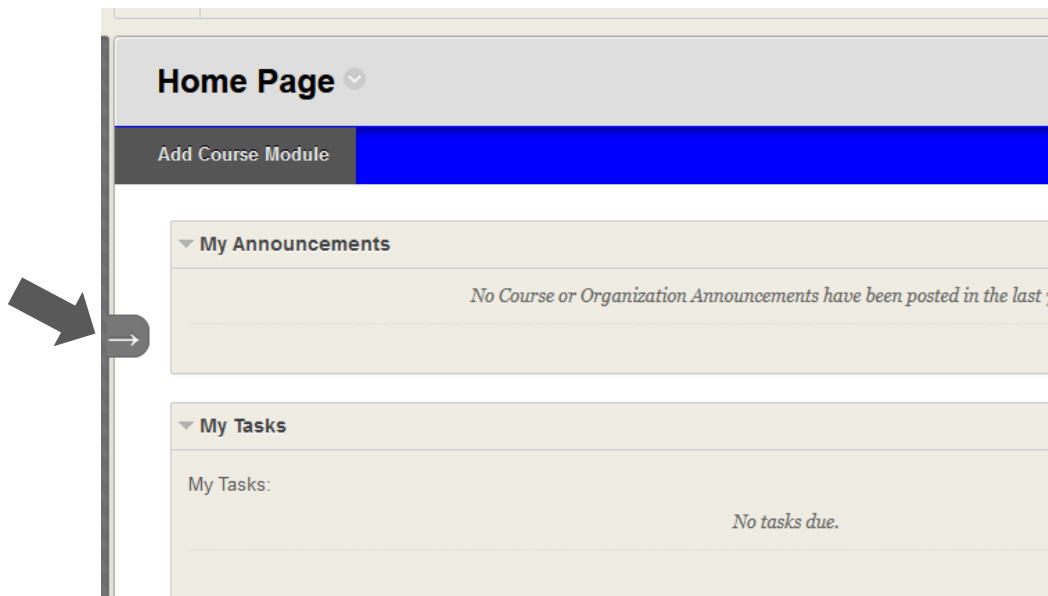


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## Step 3

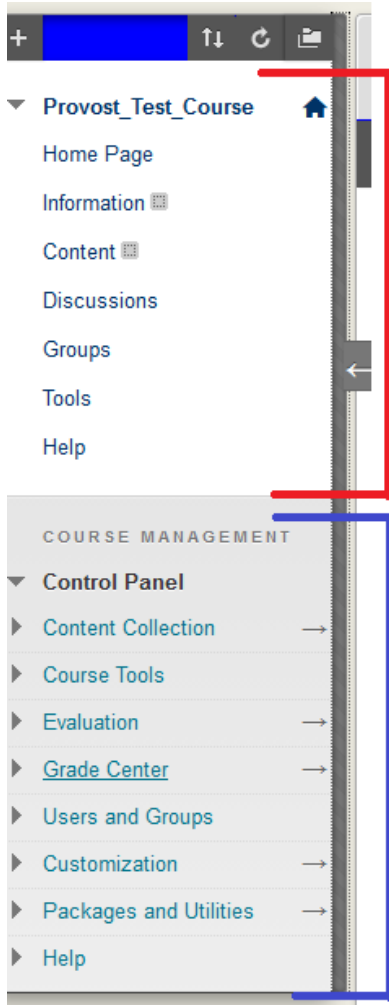
To make your left sidebar menu visible, hover over the left side of the page where the light blue line runs down the side. It will change color and an arrow will appear. Click on the arrow to make your sidebar menu visible.





## Step 4

The menu is where you can control the different areas of your course within Blackboard.




The area marked in red is the menu area that will be viewable to students.

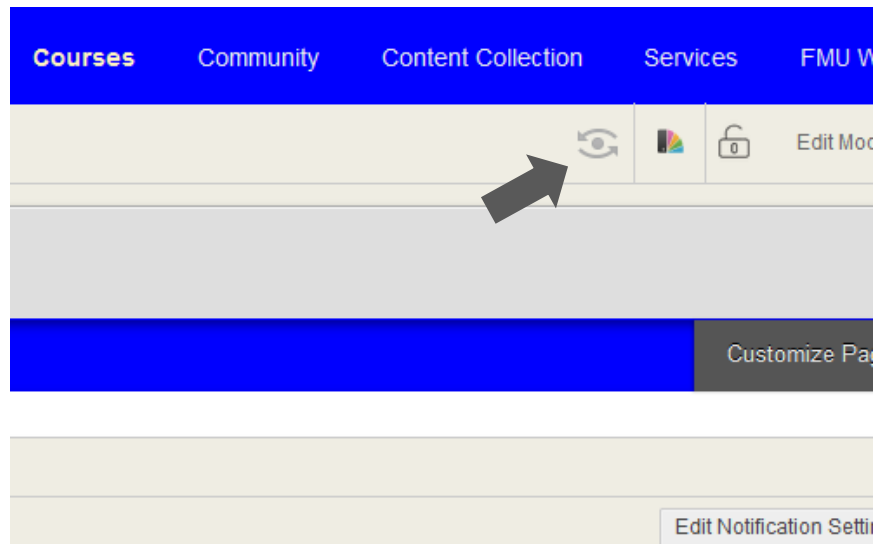
The area marked in blue is only viewable to the instructor.



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## Step 5

As you navigate your course, you can view how changes will look to students. On the main Home Page for your course, click on the  item in the upper right hand corner of the page.



For more tutorials and tips, please visit our [Continuity of Instruction](#) page.