

Dear Everglades University student,

To assist you in your transition to using the Blackboard learning management system, we have provided you with an Online Orientation course.

Remember, we are always here to assist you if you need help. You will find all the information you need in the orientation course.

This is a self-paced un-facilitated course. You must successfully pass both the library and course quiz in order to successfully complete the course (you may retake any portion of the course at any time now or in the course of your studies).

Please follow the directions below to complete the Online Student Orientation Course

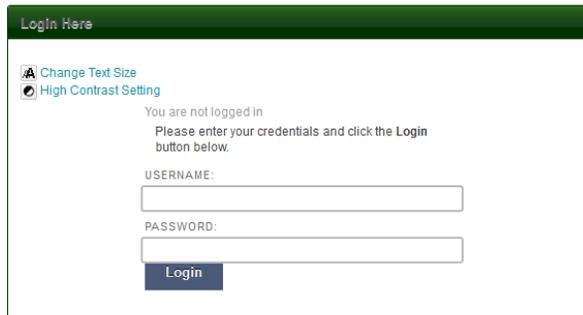
**Note the preferred browser is Google Chrome. It is a free browser. It is highly recommended that you click here to download Google Chrome: <https://www.google.com/chrome/>

Go to <https://evergladesuniversity.blackboard.com>

Your **username** is your full Everglades University student email address (for example, **J.Doe@student.evergladesuniversity.edu.**)

Your **password** is your student ID number unless you have reset your password. The password will be the same as the one you use for your student email and Student Portal logins.

Click **Login**.



Login Here

[Change Text Size](#)
[High Contrast Setting](#)

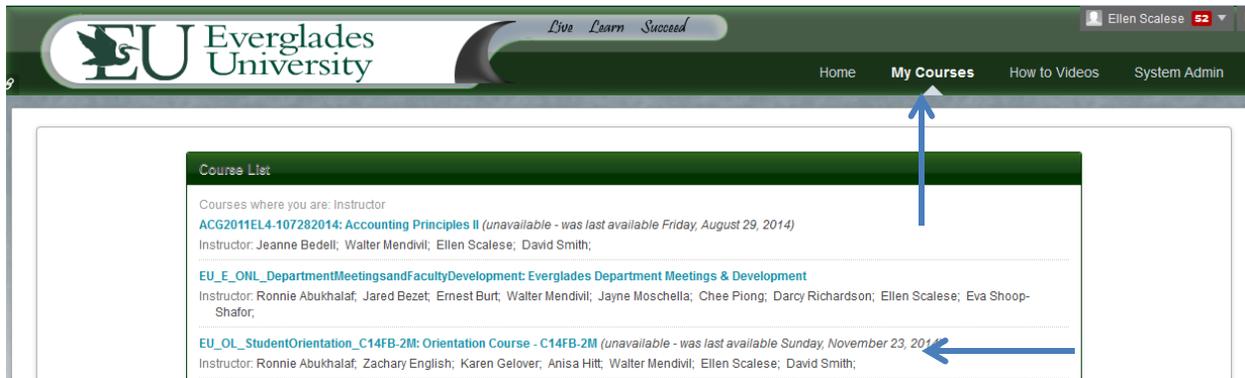
You are not logged in
Please enter your credentials and click the Login button below.

USERNAME:

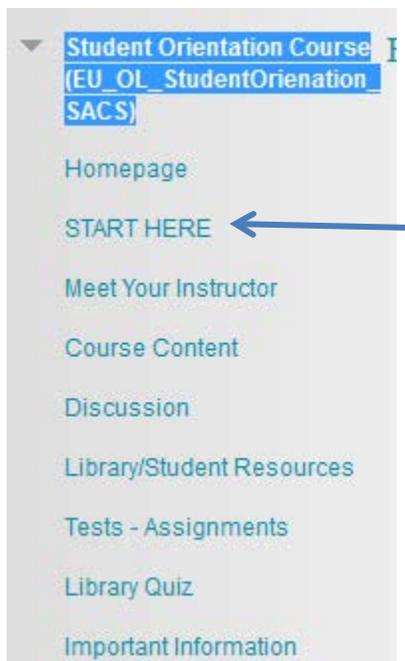
PASSWORD:

Login

1. Click on the My Courses tab in the upper right-hand menu and select Student **Orientation Course**. You will only have one.



2. You are now in the Orientation Course. To complete this course follow these steps:
 - a. Click on **START HERE** in the menu to the left.



- b. Click on one of the **Navigation Videos** in order to familiarize yourself with Blackboard Navigation.
 - c. And submit your **Certification of Original Work**.

Welcome to Everglades University!

Online Learning offers you a wonderful opportunity to complete your coursework at a time and place that suits your needs and obligations. If this is your first online course, there can be a bit of a learning curve. This orientation will help you to navigate your online courses and become comfortable with the online environment, so it is very important that you commit the time to do the entire orientation.

You've come to the right place to test drive an online course before taking your real classes!

The purpose of this course is to familiarize you with the features available in Blackboard and to give you a glimpse of what one of your actual Everglades courses will look like on the Blackboard environment.

Goal: This un-facilitated and self-paced course will quickly increase your comfort level with online learning and provide practice with common course tasks.

Method: This section contains:

- Your certification of original work. You must complete this in order to complete the orientation.
- There are also a few navigation tutorials to chose from:
 - A brief [navigation document](#) containing screen shots
 - A detailed [Everglades University Online Course](#) [Navigation Presentation](#)
 - The Black Board [Navigation Presentation](#)
- A checklist activity that give you hands-on practice with course tools and links to help.blackboard.com resources

If you complete these you will have no difficulty navigating Everglades Online Courses. Let's go!

"Certification" of Original Work

- d. View the remaining items in **START HERE**, especially the Activity (if you do not have time for the practice activity you can return to it later).
- e. Navigate to and complete each of the sections in the navigation menu to the left of the course (see down below): **Meet Your Instructor, Course Content, Discussion, Library/Student Resources, Tests/Assignments, Library Quiz, Important Information, and Orientation Quiz**. Each section is fairly short and contains information on the different aspects of the Blackboard platform that you will need to navigate for your courses at Everglades. The videos and checklist activities can be extremely helpful and contain numerous resources for online students.



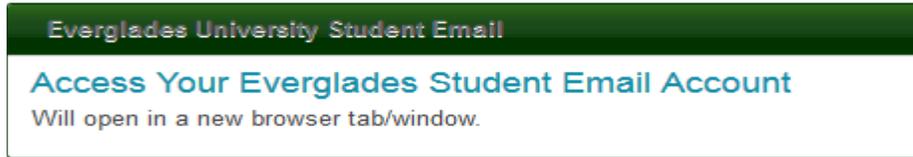
3. You must successfully complete and pass the **Library Quiz** and **Orientation Quiz**.
4. You will then have successfully **completed Online Orientation** and are ready to begin your journey as an **Everglades student**.
5. **Technical support is available 24/7** for problems such as login, password issues, or other technical issue with Blackboard. You may either:



- a. Click on the **Help Desk Icon** above the course menu to your left
 - b. Visit <http://bbcrm.edusupportcenter.com/ics/support/default.asp?deptID=8554>
 - c. Or, Call 855-412-3719
6. If you need further assistance, please call your Dean or Academic Advisor at your normal campus location.

A few additional notes:

1. **EU email** may be accessed from within Blackboard on your course Homepage. You **MUST** always use your Everglades email to communicate with to your instructors.



- a. You can also access your email outside of your course by going to:
<https://login.microsoftonline.com>
 - b. Your user name is your email address and your password is your student number.
- Once you update your Office 365 email account password however, you will use that password along with your full Everglades email moving forward to log into your email, Blackboard and Student portal**
2. The **Student Portal** is a central location where you can access all your important information. To access the **Student Portal** from **Blackboard**:
 - a. Click on **Library/Student Resources** from the left navigation menu.
 - b. Choose **Student Center**
 - c. Choose **Student Portal** and click on it.
 - d. Username: your **EU Email** and Password: **Password you created on office 365**
 - e. If you require assistance please **contact** cvportal@evergladesuniversity.edu
Or 877-740-5006