

# Blackboard/eCampus

Welcome to Blackboard, the online learning management system you will use for all your online teaching and facilitating needs. As a new Faculty user, we hope you find this introductory brochure helpful. It will cover the log in process and has a host of helpful links and tips on how Blackboard is used at DCCCD.

## Let's get started...

### How to Log In

To access your eCampus account, you will use your DCCCD SSO log in credentials. This is your Windows Username and the password you created on the eConnect website. The log in format is exemplified below:

eCampus Username: [abc1234@dcccd.edu](mailto:abc1234@dcccd.edu)

\*Having trouble logging in? You can manually reset the password on eConnect or contact the Service Desk for assistance.

### Blackboard eCampus Training

DCCCD offers two online eCampus certification courses. These courses are designed for in-depth Blackboard training, so please check with your supervisor for confirmation on which course to take:

- XDLP-2001-94501 - eCampus ONLINE Training/Assessment
- XDLP-2003-94502 - eCampus Face-To-Face Certification

#### **XDLP-2001-94501 – Online Training/Assessment**

The purpose of the eCampus Online Teaching and Certification Module is to help New eCampus Faculty:

- Understand the complexities and differences of creating and teaching an online course

- Understand the District required competencies
- Feel confident about using eCampus

When you have completed the eCampus Online Teaching and Certification Tutorials and Quizzes you will:

- Understand and navigate eCampus
- Understand the best practices for an online course
- Understand and feel confident about the District required competencies

### **XDLP-2003-94502 - eCampus Face-To-Face Certification**

The purpose of the eCampus Face-to-Face Teaching and Certification Module is to help New eCampus Faculty:

- Understand how to post a syllabus and grades in eCampus for a Face-to-Face or online class
- Understand the District required competencies
- Feel confident about using eCampus

When you have completed the eCampus Face-to-Face Teaching Basics and Tutorials Quiz you will:

- Understand and navigate eCampus
- Understand and feel confident about the District required competencies

\*Need assistance with registering for one of these courses, please contact the Service Desk

## **Blackboard eCampus Tutorials**

On the eCampus Instructor Training site, you can locate all of the eCampus tutorials for faculty. To access the tutorials:

1. **Log in** to eCampus.
2. **Click** the **My DCCCD** tab if not already selected.
3. **Click** the **Training** link under the navigation tabs. (*Figure 1*)

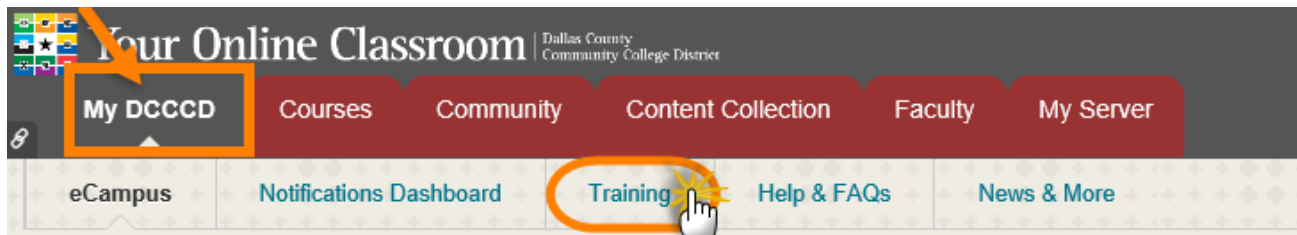


Figure 1

4. **Scroll** to the **eCampus Tutorials for Faculty** section.
5. **Click** the **9.1 Tutorials** link. (Figure 2)

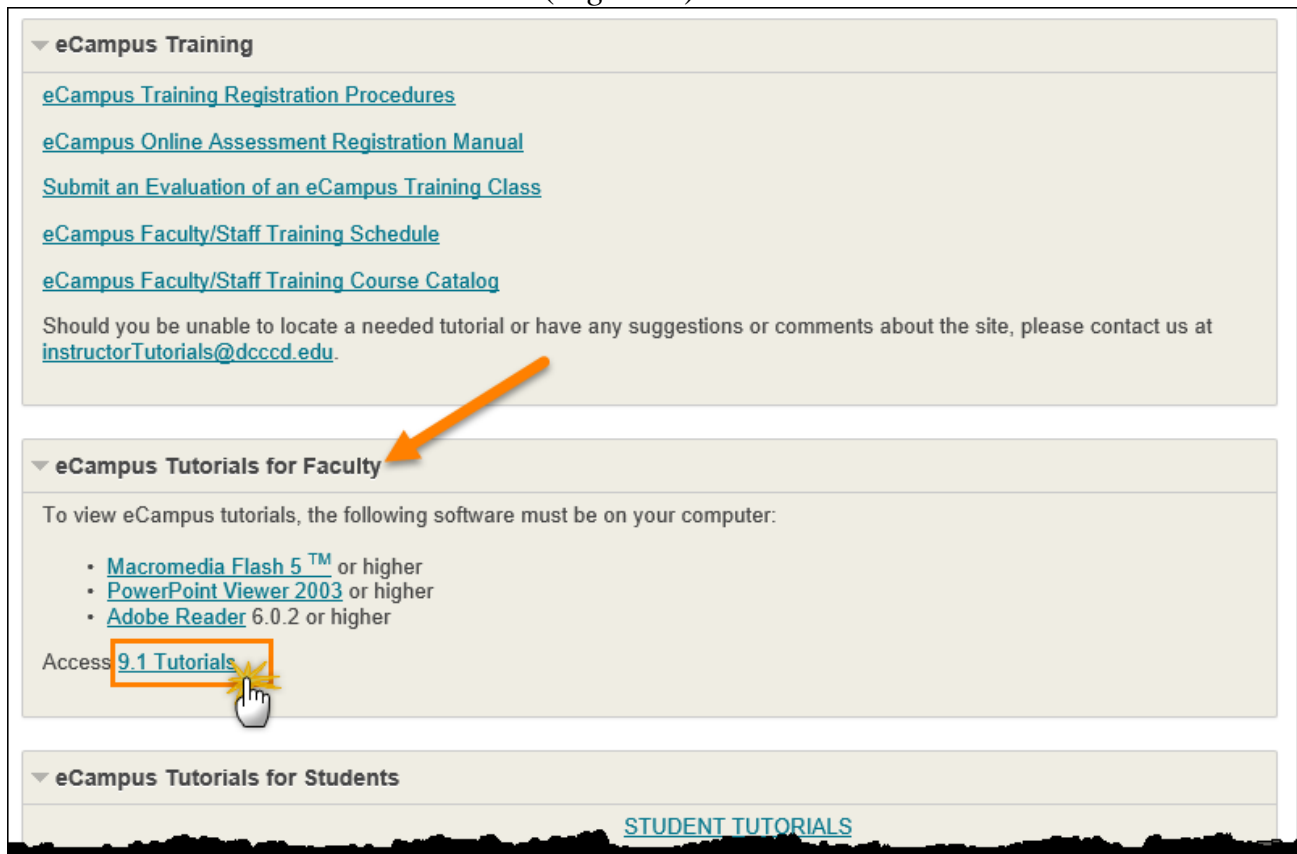


Figure 2

## Blackboard Help

Blackboard has a variety of help options readily available on their Blackboard Help Site. If you would like online help on some of the following topics, please use the help site as a resource.

**Blackboard Help for Instructors** - (<https://help.blackboard.com/learn/instructor>)

Help with course Announcements -

(<https://help.blackboard.com/Learn/Instructor/Interact/Announcements>)

**Help with course Tests and Surveys -**

([https://help.blackboard.com/Learn/Instructor/Tests\\_Pools\\_Surveys/Test\\_and\\_Survey\\_Options](https://help.blackboard.com/Learn/Instructor/Tests_Pools_Surveys/Test_and_Survey_Options))

**Help with the Grade Center**

([https://help.blackboard.com/Learn/Instructor/Grade/Navigate\\_Grading](https://help.blackboard.com/Learn/Instructor/Grade/Navigate_Grading))

Need to access **Blackboard Help** within your course?

1. **Log in** to eCampus.
2. **Navigate** to **any course** or template.
3. **Click the Help** menu in the **Control Panel**. (Figure 3)

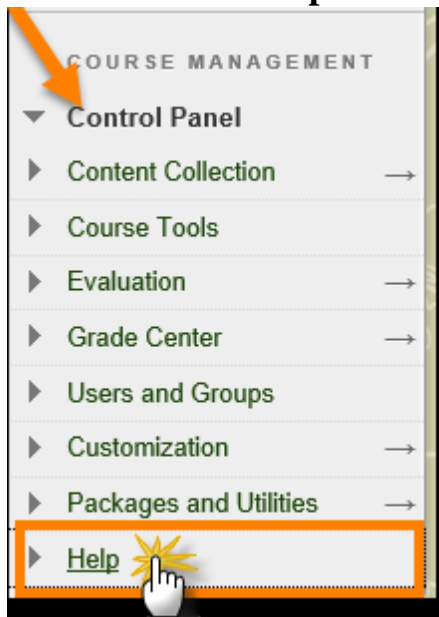
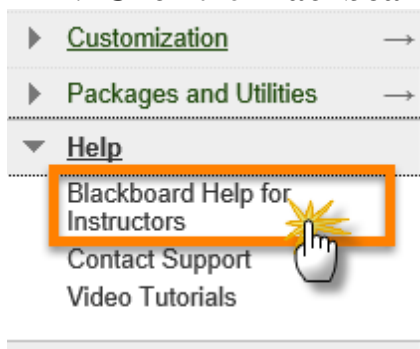


Figure 3

4. **Click the Blackboard Help for Instructors** link. (Figure 4)



**Blackboard Technical Support**

If you encounter any technical issues within your course, please contact the DCCCD Service Desk for support. Help is available daily, between the hours of 7am and Midnight (with the exception of DCCCD Holidays/Closings). Please do not share this contact information with students.

**Phone:** 972-669-6460

**Email:** [servicedesk@dccd.edu](mailto:servicedesk@dccd.edu)