Blackboard 9 for Faculty
Accessing Blackboard CBT Getting Started in Avatar

This document describes for faculty how to access the Blackboard CBT Getting Started (v9) module in the Avatar. The module provides training focused on creating the elements of a Blackboard course site required by the college for all courses.

Brief Details

From your internet browser,
1. Go to http://sanjacinto.avatarlms.com and login. Your username is first.last, and your password is your SJC network password: the same password you use to login to your computer.
2. After logging in, click on Show All Classes in the Course Catalog section on the left side of the page.
3. Click on the First Mtg column. The first course likely listed will be Blackboard CBT Getting Started.
4. Click on the Add to Cart button.
5. Click on the Check Out button in the Shopping Cart to register for the session; then select Finalize to confirm the registration.
6. Select the Current Class List in the My Learning Portfolio section in the menu on the left side of the page.
7. You will likely see one session listed: Blackboard CBT Getting Started. Click on the Launch button on the right.
8. CRITICAL. When the Table of Contents opens, right-click on the link and select Open Link in New Window.
9. You will be able to engage and complete the training session.

Complete Details

1. Go to http://sanjacinto.avatarlms.com and login. Your username is first.last, and your password is your SJC network password: the same password you use to login to your computer.
2. After logging in, click on Show All Classes in the Course Catalog section on the left side of the page.

3. Click on the First Mtg column.

   The first courses listed will be computer based training with None as the first meeting date. Blackboard CBT Getting Started will be listed among those sessions.

4. Click on the Add to Cart button.

5. Click on the Check Out button in the Shopping Cart to register for the session; then select Finalize to confirm the registration.
6. Select the *Current Class List* in the *My Learning Portfolio* section in the menu on the left side of the page.

7. You will likely see one session listed: *Blackboard CBT Getting Started*. Click on the *Launch* button on the right.

8. CRITICAL. When the *Table of Contents* opens, **right-click on the link and select *Open Link in New Window***.

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**Table of Contents**

Here is a list of learning modules available in this course. Please check and popups enabled in your web browser in order to view learning r

- Blackboard Getting Started SCC Title -- Active

**Right-click and select **

*Open Link in New Window***
9. You will be able to engage and complete the training session.