

Opt into Blackboard Connect at NWTC

Visual Version

Once you have the correct cell phone number appear in **Blackboard Learn 9.1**, then you can opt-in to the Blackboard Connect notification system. NWTC now allows users to opt-in to receive automated alerts for everything from grades that are posted to assignments that are due to course announcements via mobile notification or text or text-to-voice.

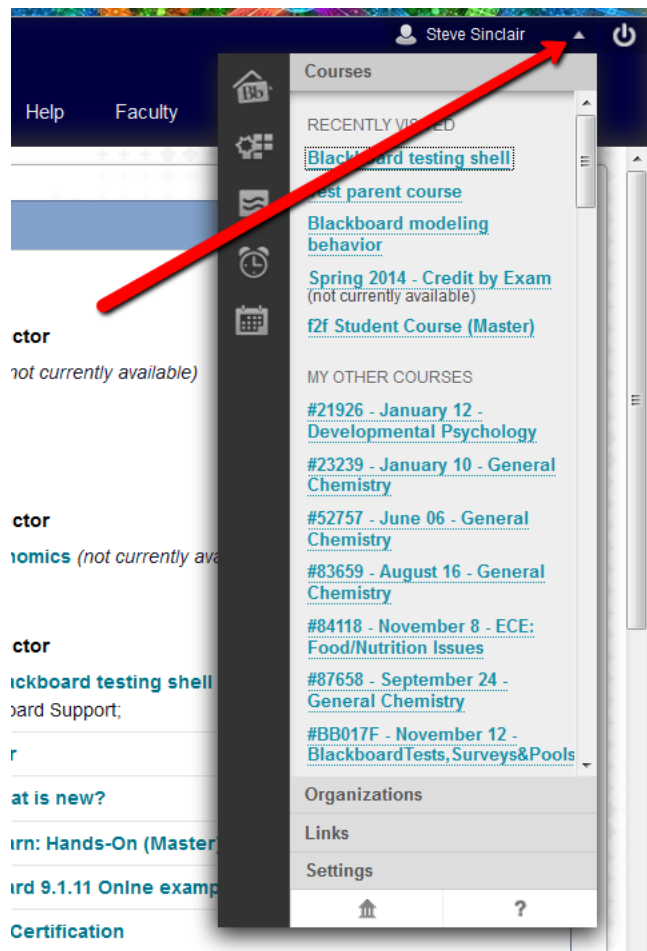
To opt-into Notifications:

1. Have a valid mobile number that can receive SMS text messages:
 - a. Remember: **All incoming text messaging fees apply**
 - b. You need to have added a cell/mobile phone number in PeopleSoft. If you did not then follow the instruction in the knowledge base article:

Adding or Changing Cell Phone Number in PeopleSoft

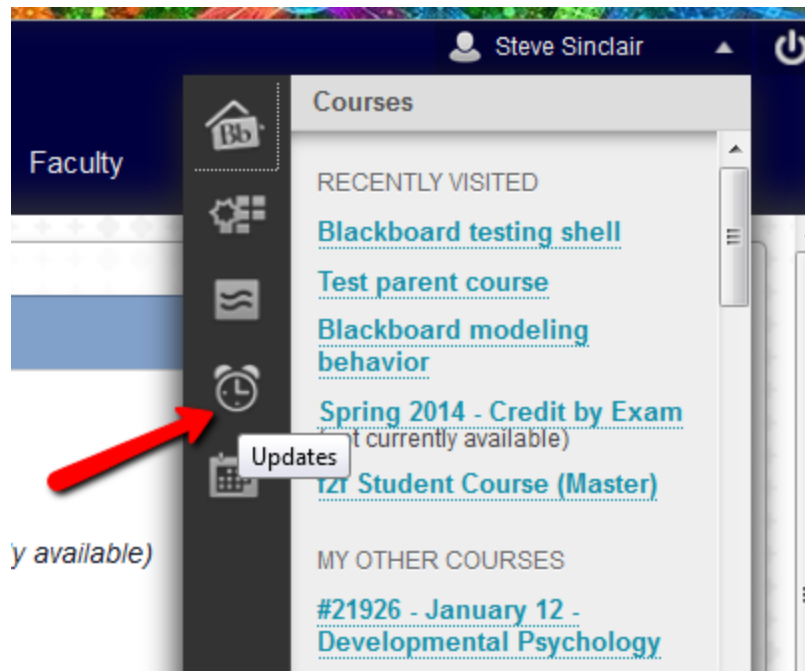
(<https://nwtech.libanswers.com/a.php?qid=703882>).

2. Subscribe to receive notifications via Mobile, SMS and/or text-to-voice:
 - a. Go to *My Blackboard* in the upper right of the window

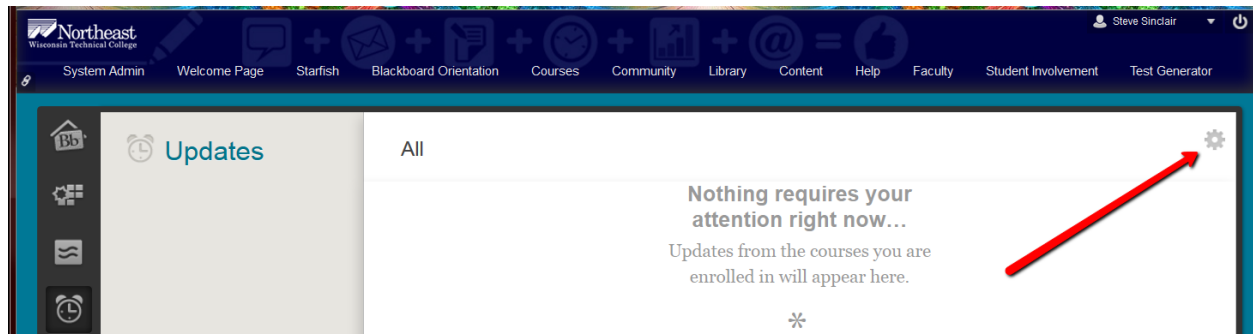


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b. Click the *Updates* clock



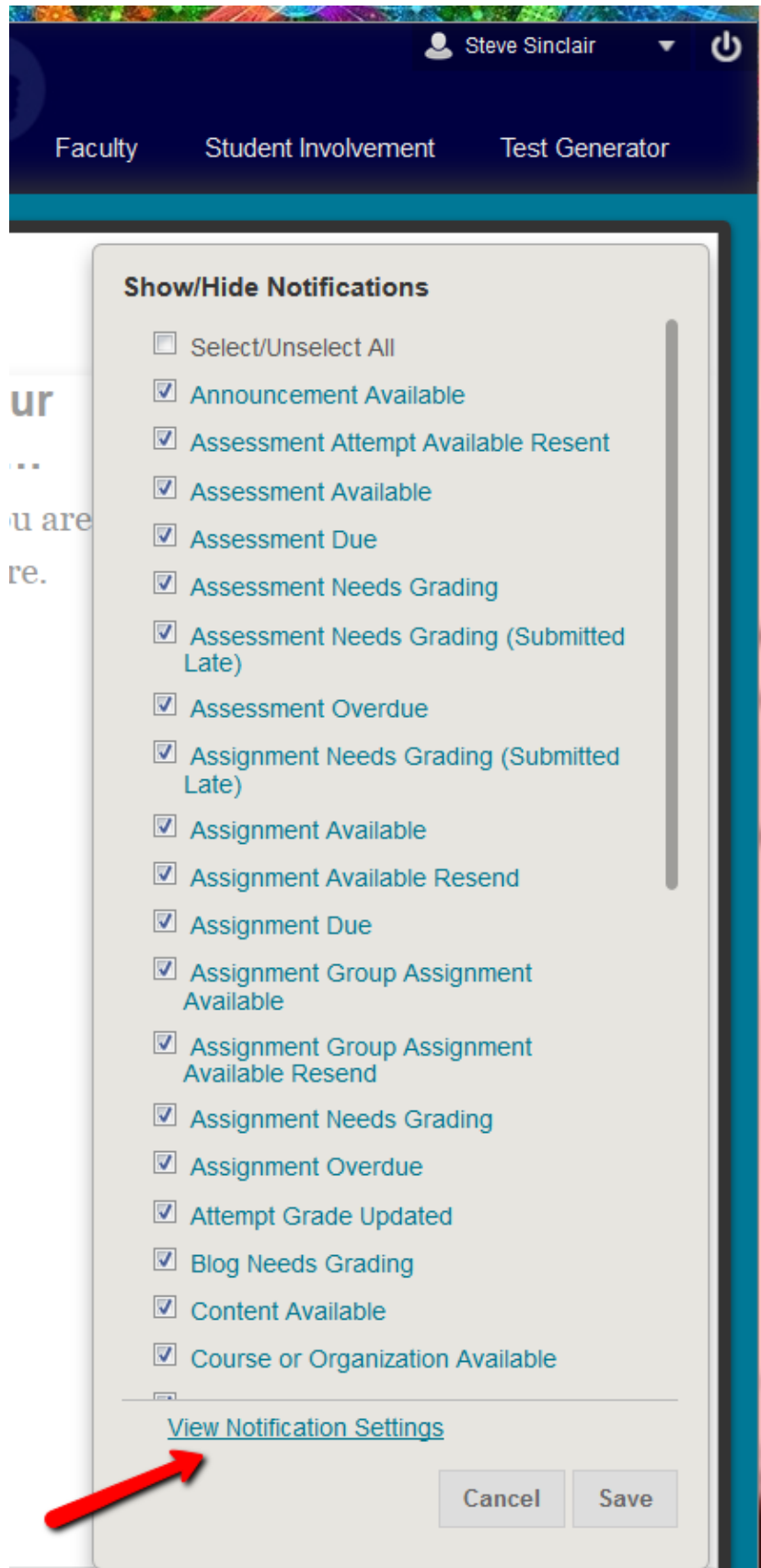
3. Click the gear in the upper right corner of the Updates screen



a. The Show/Hide Notifications window appears

4. Click **View Notification Settings** at the bottom of the *Show/Hide Notifications* pop down palette (see next page for screen capture)

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a. The *Edit Notification Settings* window will appear.

Edit Notification Settings

* indicates settings have been changed from default values

Edit General Settings
Define general notification settings, such as email format and reminder schedule, for courses and organizations.

Edit Individual Course Settings
View the current notification settings for courses in which you are enrolled. Make changes to the notification settings for a specific course.

- #21926 - January 12 - Developmental Psychology ⚠
- #23239 - January 10 - General Chemistry ⚠
- #52757 - June 06 - General Chemistry ⚠
- #81918 - August 16 - Race Ethnic & Diversity ⚠
- #83659 - August 16 - General Chemistry ⚠
- #84036 - August 16 - Cross Sectional Anatomy ⚠
- #84118 - November 8 - ECE: Food/Nutrition Issues ⚠
- #87658 - September 24 - General Chemistry ⚠

Bulk Edit Notification Settings
Select the set of courses or organizations to update and change the notification settings for them in one step. Higher priority notifications should be sent with a method that will deliver that notification in the timeliest fashion.

- Courses I am teaching
- Courses I am taking
- Organizations I am leading
- Organizations I am participating in

Edit Individual Organization Settings
View the current notification settings for organizations in which you are enrolled. Make changes to the notification settings for a specific organization.

- New Organization
- Nursing Academic Coach
- Professional Development

5. Click *Edit General Settings* to edit email settings and send due date reminders for courses and organizations.

1. General Settings: Courses

Email Settings ☒ Individual Messages ☐ Daily Email Digest

Send Due Date Reminders ☐ No ☒ Yes : Remind me days before due date.

2. General Settings: Organizations

Email Settings ☒ Individual Messages ☐ Daily Email Digest

Send Due Date Reminders ☐ No ☒ Yes : Remind me days before due date.

6. The section labeled *Edit Individual Course Settings* allows you to edit Individual Course Settings. Only use these controls if you want different setting by individual course.

- Click on a course of interest
- Edit the settings as needed (the next section will explain)

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7. The section labeled *Bulk Edit Notification Settings* allows you to edit global Course Notification Settings. Usually, you will use either the “**Courses I am teaching**” or “**Courses I am taking**” link.

- Click on either the “**Courses I am teaching**” or “**Courses I am taking**” link.
- Usually, leave *Select Course* set to **All**
- Notification Destinations* section shows your ID, email and mobile number.
- The *Setting* section is where you can:
 - Turn on/off notification for the variety of Blackboard features and functions.
 - Dashboard:** By default, all notification types appear in My Blackboard's Updates and Posts pages and in course home pages. They also appear in the Notifications Dashboard.
 - Mobile:** This column appears because we enabled Blackboard Mobile Learn. Choose which push notifications you want to appear on your mobile device. Push notifications appear on your device's screen without having to open the Blackboard Mobile Learn app.
 - Email:** Email notification messages are sent to the email address you provided in your Personal Information.
 - One-Way SMS:** A text message is sent to the phone number you provided in your Personal Information.
 - Text-to-Voice:** A voice message is sent to the phone number you provided in your Personal Information.

This example shows the dashboard as all on, mobile as selectively on, email as all off, SMS as all on and Text-to-Voice as all off. You may choose any combination of notifications you want. By default email, SMS and Text-to-Voice are off. Turn on any one type by the check box at the top.

Settings

<input checked="" type="checkbox"/> On/Off	Notification	<input checked="" type="checkbox"/> Dashboard	<input checked="" type="checkbox"/> Mobile	<input type="checkbox"/> Email	<input checked="" type="checkbox"/> SMS	<input type="checkbox"/> Text-to-voice
<input checked="" type="checkbox"/>	Announcement Available	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Assignment Available	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Assignment Due	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Assignment Needs Grading	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Assignment Past Due	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Blog Needs Grading	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Content Item Available	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Course/Organization Available	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Course Quota Soft Limits	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Discussion Board Forum Needs Grading	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Blackboard Help Link:

https://help.blackboard.com/en-us/Learn/9.1_SP_12_and_SP_13/Student/180_Notifications



Textual Version

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2. Subscribe to receive notifications via SMS and text-to-voice:
 - a. Go to *My Blackboard* in the upper right of the screen
 - b. Click the *Updates* clock
3. Click the gear in the upper right corner of the Updates screen.
 - a. The Show/Hide Notifications window appears
4. Click *View Notification Settings* at the bottom of the *Show/Hide Notifications* .
 - a. The *Edit Notification Settings* window will appear
5. Click *Edit General Settings* to edit email setting and send due date reminders for courses and organizations.
6. The section labeled *Edit Individual Course Settings* allows you to edit Individual Course Settings. Only use these controls if you want different setting by individual course.
 - a. Click on a course of interest
 - b. Edit the settings as needed (the next section will explain)
7. The section labeled *Bulk Edit Notification Settings* allows you to edit global Course Notification Settings. Usually, you will use either the “**Courses I am teaching**” or “**Courses I am taking**” link.
 - a. Click on either the “**Courses I am teaching**” or “**Courses I am taking**” link.
 - b. Usually, leave *Select Course* set to **All**
 - c. *Notification Destinations* section shows your ID, email and mobile number.
 - d. The *Setting* section is where you can:
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