

## My Student Records

### Timetables and grades

- o Open Dates, Select Manage Time Table, View Schedule, Schedule of Courses, Grade Report, Academic Advisement Report, Conformation of Enrolment, Transfer Credits, Prior Learning Assessment and Recognition, Ontario Learn Log in And Exam Information, Continuing Education Shopping Chart, Key Dates

### My Financial / OSAP

- o Account Information, Print My Invoice, Taxes and UPASS Receipts, Financial Aid, OASP Information, Tuition and Part Time Fees.

### My Alerts & Messages

- o Notifications

### My Profile

- o Contact Information, Emergency Contact, Ontario Education Number, Student Card, Changing Your Formal Name

### My Locker

- o Locker Rental

### My Services

- o Directory

### My Advisor

- o Academic Advisor

### Convocation

- o RSVP

### Forms

- o Request Transcripts, Proof Of Enrolment, Consent To Disclose Information

### Key Dates

- o Link to important dates

# Blackboard

## This Pamphlet Online

<https://its.niagaracollege.ca/>

## How to Guides on the following topics

Blackboard

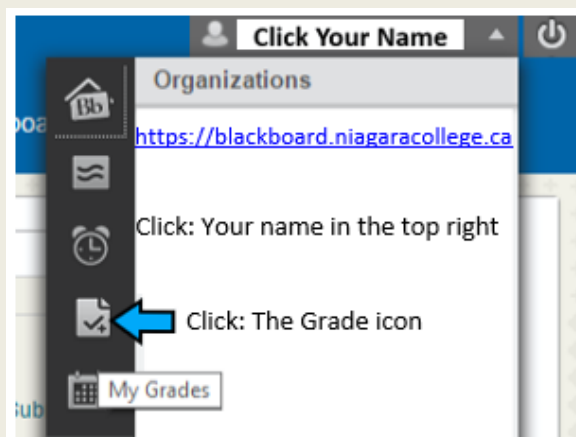
Windows 10

Office 365

OneDrive

Skype for Business

<https://its.niagaracollege.ca/>



## Niagara College Help Desk

Monday-Friday 8:30am to 4:30pm

Phone: 905-735-2211 ext 7642

<https://its.niagaracollege.ca/>

# Blackboard

## Contents

- News for students:
  - o Displays announcements
- My Blackboard:
  - o Tools, Library, Advanced My Courses, Announcements, My organizations, My Tasks
- My Apps:
  - o Links to various applications
- Contact & Help:
  - o BB Help – Students, User Status Information
- Click your name:
  - o Quick links to, BB Home, Posts, Updates, calendar



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## Blackboard layout

### News for students

- Displays announcements

### My Blackboard

- Tools, Library, Advanced My Courses, Announcements, My organizations, My Tasks

### My Apps

- Links to various applications

### Contact & Help

- BB Help – Students, User Status Information

### Click your name

- Quick links to: BB Home, Posts, Updates, calendar

## News for students:

### My Blackboard Announcements

- Announcements from your teacher

### SAC News for Students

- Announcements from SAC (Grad photo bookings etc.)

## My Blackboard:

### Tools

- My information: Edit personal information
- My Calendar: Create/check events
- My Tasks: Create/check tasks
- My Web E-Mail: Link to email system
- Goals: Set by teachers

### Library

- Link to the library

### Advanced My Courses

- List of courses enrolled in

### Announcements

- List of announcements done by teachers

### My organizations

- Organizations you are a part of

### My Tasks

- Set/check tasks from teachers

## My Apps:



### AODA Training – Student

- Accessibility for Ontarians with disabilities



### Beacon

- Student reports



### Change My Password

- Link to password reset tool



### Clockwork Note Taking

- For people taking notes



### Clockwork Student

- For people requesting notes



### Get Involved - Co-Curricular Record

- Volunteer



### Interview Stream

- Practice interviews



### MSDS Database

- Material Safety Database sheets



### My Career

- Search and apply for jobs



### My Clicker

- Register your clicker



### My Remote Desktop Client

- Access a school desktop from home
- Don't save anything on the computer



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- Timetables and grades
- My Financial / OSAP
- My Alerts & Messages
- My Profile
- My Locker
- My Services
- My Advisor
- Convocation
- Forms
- Key Dates
- FAQ's/ Ask NC



## My Tuition Subsidy

- Forms for tuition subsidy



## Parking Permit

- Order a permit, parking account



## Retrieve a Course Outline

- Look up tool for course outline



## Schedule of Courses

- Information on courses: date, time etc.



## Service Desk Requests

- Create a ticket



## Web E-mail

- Link to email



## WHMIS Training

- Workplace Hazard Material Information system



## Worker Awareness Training

- Awareness Training



## Follett Discover

- Purchase course materials online

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## Taxes

- My apps
  - My student record
  - Click on the year to download the PDF
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