Course Menu – Announcements
from the instructor to the class, designed to show at the top of the page. Course Content will take you to all of the course content made available to you!

Course Menu – Course Messages
A tool for enrolled members in the course to communicate with each other. You must log on to Blackboard to send and receive course messages. A file may be attached to a Message.

Course Menu – Calendar
Your instructor may use this tool to provide a visual display of the due dates for the course assignments and other activities.

Course Menu – Discussions
This tool allows enrolled members in the course the ability to post or reply to discussion forums and threads created by your instructor.

Course Menu – My Grades
This tool allows you to check any grades your instructor has made available to you.

Blackboard Learn
Quick Reference Guide for Students
Tunxis Community College – 2018/2019

Logging on to Blackboard (three ways):

1) Enter the URL for the Tunxis website home page (http://www.tunxis.edu), and select the myCommNet Login link:
   a. Top left ribbon menu
   b. Lower left (Blue bar – myCommNet Login)

2) Type the URL: (http://my.commnet.edu), then
   a. Log on with your NetID & password.
   b. On the next page, click on Blackboard or either icon.
   a. Log on with only your 8-digit Banner ID (e.g., 12345678) and NetID password

   **Note:** This third option is useful when the Tunxis website and/or myCommNet are down. You can add it to Favorites for frequent access.

**Browser Checker**
Once logged on to Blackboard, click on My Help / Training, select **Check: What browser are you using?** (lower left). Your browser will be automatically checked for compatibility and a list of information will be displayed to ensure your browser is compatible with Blackboard. Close the window and return to your Blackboard account (My Institution tab).

**Course List**
Access your courses by clicking on the appropriate course name listed under the **Course List** tab on the **My Institution** tab:

**Course Menu** (basic course template) – left side of screen

**Course Menu – Announcements – Syllabus – Course Content – Discussions – Messages & My Grades**
Clicking on the course title at the top of the My Institution page will take you to the course entry point (typically the Announcements page—if your instructor has added the Announcements tool).

**Course Menu – College Resources**
Provides links to various college resources and student support websites.

**Course Menu – Help & Tech Support**
CSCU | Board of Regents for Higher Education
Blackboard phone and online support.

- [https://cscu.edusupportcenter.com](https://cscu.edusupportcenter.com)
- 860.723.0221