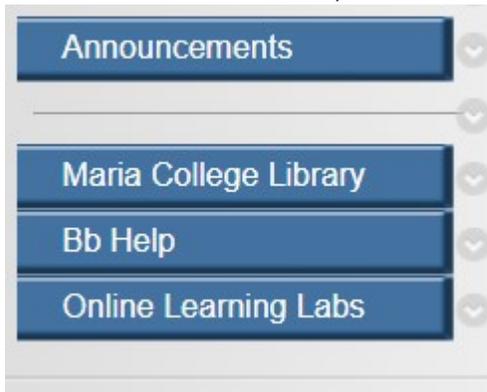


Online Learning Labs

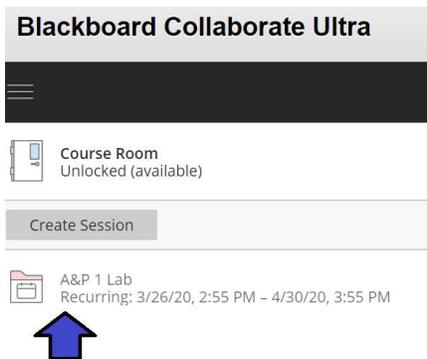
We will still be holding learning labs on the same schedule we were following. They will be held in Blackboard.

This is how to access them.

1. Sign on to Blackboard as usual.
2. You should see a new course named Tutoring Center Learning Labs in your course list
(If you do not have this course, email IThelpdesk@mariacollege.edu , put Blackboard in the subject line and ask to be added to the course.)
3. Click on the course.
4. Choose the tab that says "Online Learning Labs" from the list on the left.



You will now see a screen that has courses listed on it. In this case it's the learning lab for A&P 1 Lab.



5. Chose your course.

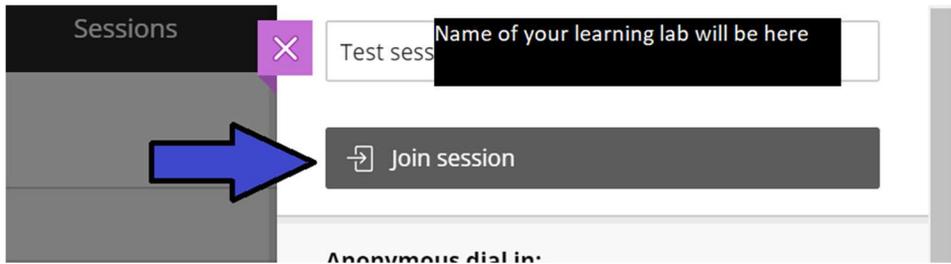
You will see all the dates and times for the learning lab sessions. Select the one for today's date and time.

-  A&P 1 Lab
3/26/20, 2:55 PM – 3/26/20, 3:55 PM (not yet started)

-  A&P 1 Lab
4/2/20, 2:55 PM – 4/2/20, 3:55 PM (not yet started)

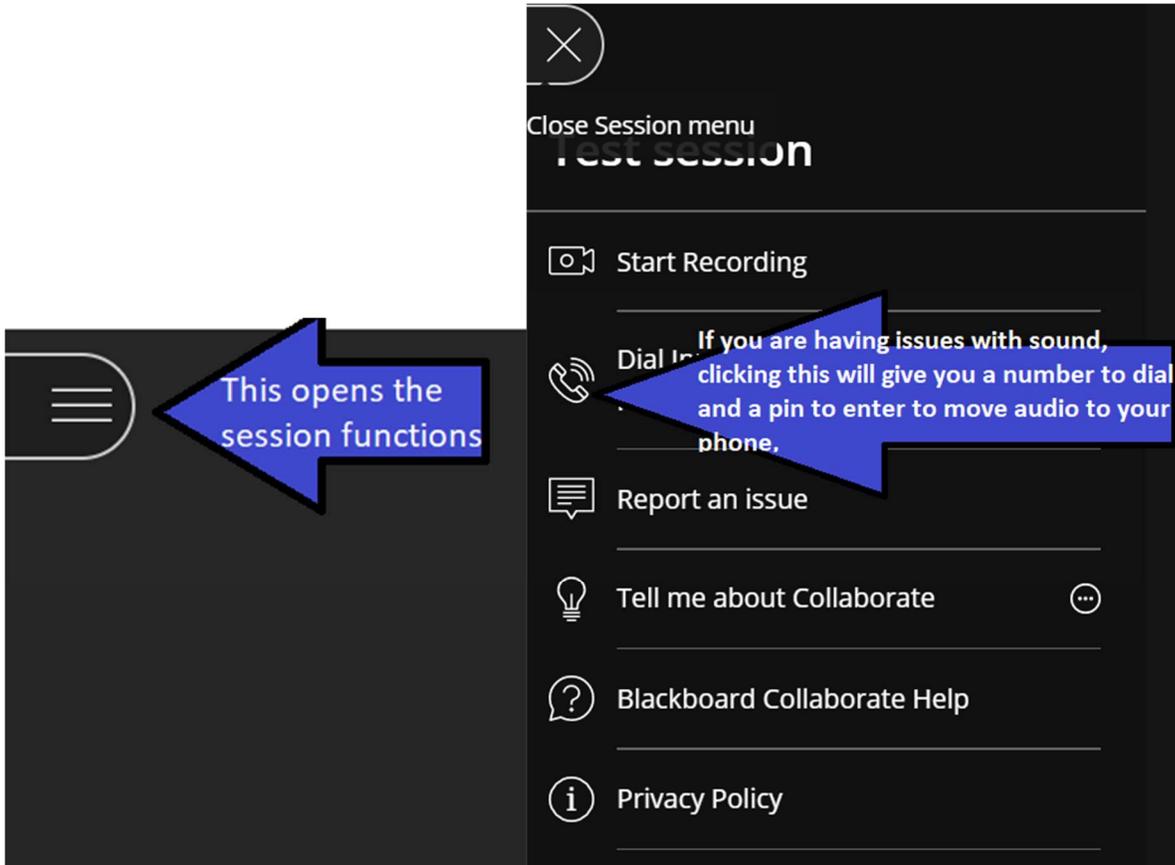
-  A&P 1 Lab
4/9/20, 2:55 PM – 4/9/20, 3:55 PM (not yet started)

6. Now you join the session. Click the tab on the right side of the screen that says join the session.

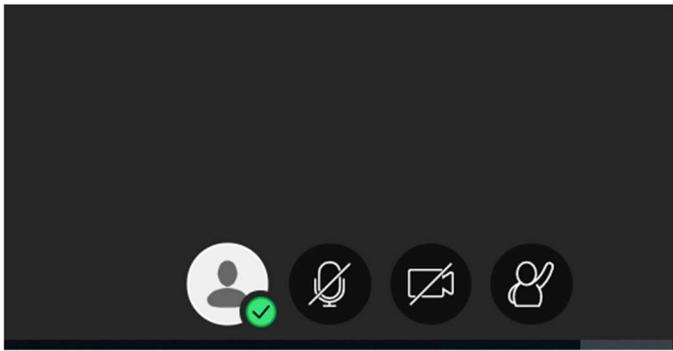


7. You are now in a online classroom.

On the **top left** there is a session menu.

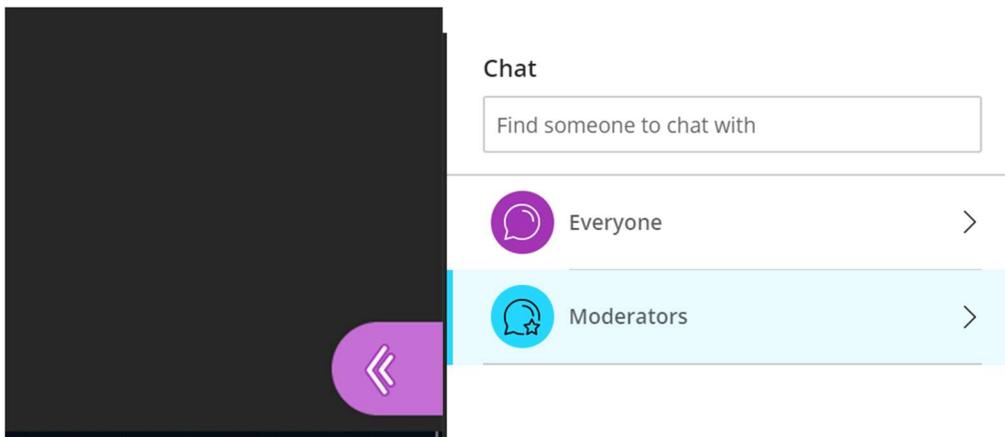


Look at the **bottom** of the screen.

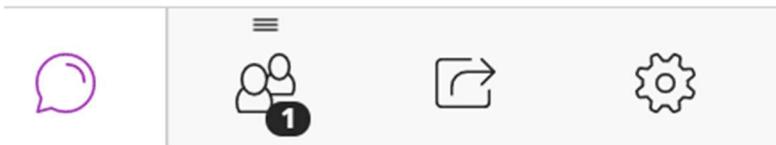


From left to right: the first button is your profile. You can even set your mood. Next, your audio and video are on mute as a default. **Please do not turn them on unless you are asking a question.** The last icon will allow you to raise your hand to get the instructor's attention. The notification will pop up on the instructor's screen.

On the **right side at the bottom** of the screen you'll find a purple button. This allows interaction.



At the bottom of a chat window there are these icons.



From left to right: Returns you to chat, shows the number and names of people attending, allows the sharing of screens and files, and controls settings. That's the one that you can use if you're having trouble with your microphone or camera.

Please remember to fill out the survey sheets by following the link provided to you by the instructor at the end of the session. Please report any frustrations with the remote delivery to Jcoley@mariacollege.edu, creilly@mariacollege.edu, or bocalap@mariacollege.edu

We will do what we can to make this smoother for you. It is our goal to continue to provide the best academic support we can.