<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Title</th>
<th>Campus</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday, October 6</td>
<td>4:00 PM – 5:00 PM</td>
<td>Getting Started with Blackboard</td>
<td>Downtown</td>
<td>Faculty Resource Center - FH213</td>
</tr>
<tr>
<td>Wednesday, October 7</td>
<td>1:00 PM – 2:00 PM</td>
<td>Getting Started with Blackboard</td>
<td>Downtown</td>
<td>Faculty Resource Center – FH213</td>
</tr>
<tr>
<td>Monday, October 12</td>
<td>4:00 PM – 5:00 PM</td>
<td>Getting Started with Blackboard</td>
<td>North</td>
<td>Faculty Resource Center - A282</td>
</tr>
<tr>
<td>Wednesday, October 14</td>
<td>4:00 PM – 5:00 PM</td>
<td>Getting Started with Blackboard</td>
<td>Downtown</td>
<td>Faculty Resource Center – FH213</td>
</tr>
<tr>
<td>Friday, October 16</td>
<td>9:00 AM – 10:00 AM</td>
<td>Getting Started with Blackboard</td>
<td>South</td>
<td>Faculty Resource Center – A206</td>
</tr>
<tr>
<td>Tuesday, October 20</td>
<td>12:00 PM – 1:00 PM</td>
<td>Using the Assignment Feature in Blackboard</td>
<td>Downtown</td>
<td>Faculty Resource Center – FH213</td>
</tr>
<tr>
<td>Thursday, October 22</td>
<td>4:00 PM – 5:00 PM</td>
<td>Getting Started with Blackboard</td>
<td>South</td>
<td>Faculty Resource Center – A206</td>
</tr>
<tr>
<td>Friday, October 23</td>
<td>1:00 PM – 2:00 PM</td>
<td>Getting Started with Blackboard</td>
<td>Downtown</td>
<td>Faculty Resource Center – FH213</td>
</tr>
<tr>
<td>Monday, October 26</td>
<td>4:00 PM – 5:00 PM</td>
<td>Using the Assignment Feature in Blackboard</td>
<td>West</td>
<td>Faculty Resource Center - 350</td>
</tr>
<tr>
<td>Wednesday, October 28</td>
<td>4:00 PM – 5:00 PM</td>
<td>Using the Assignment Feature in Blackboard</td>
<td>Downtown</td>
<td>Faculty Resource Center – FH213</td>
</tr>
<tr>
<td>Friday, October 30</td>
<td>9:00 AM – 10:00 AM</td>
<td>Using the Assignment Feature in Blackboard</td>
<td>Downtown</td>
<td>Faculty Resource Center – FH213</td>
</tr>
<tr>
<td>Tuesday, November 3</td>
<td>9:00 AM – 10:00 AM</td>
<td>Using the Assignment Feature in Blackboard</td>
<td>South</td>
<td>Faculty Resource Center – A206</td>
</tr>
<tr>
<td>Friday, November 6</td>
<td>9:00 AM – 10:00 AM</td>
<td>Using the Assignment Feature in Blackboard</td>
<td>North</td>
<td>Faculty Resource Center - A282</td>
</tr>
<tr>
<td>Friday, November 6</td>
<td>1:00 PM – 2:00 PM</td>
<td>Using the Assignment Feature in Blackboard</td>
<td>Downtown</td>
<td>Faculty Resource Center – FH213</td>
</tr>
</tbody>
</table>
Fall Blackboard Workshops

RSVP to Brian Carlson at x77508 or carlsobd@matc.edu at least 48 hours prior to session

Monday, November 9
12:00 PM – 1:00 PM
*Effective Use of the Blackboard Grade Center*
Campus: Downtown
Room: Faculty Resource Center – FH213

Wednesday, November 11
4:00 PM – 5:00 PM
*Effective Use of the Blackboard Grade Center*
Campus: West
Room: Faculty Resource Center - 350

Friday, November 13
2:30 PM – 3:30 PM
*Effective Use of the Blackboard Grade Center*
Campus: Downtown
Room: Faculty Resource Center – FH213

Monday, November 16
4:00 PM – 5:00 PM
*Effective Use of the Blackboard Grade Center*
Campus: South
Room: Faculty Resource Center – A206

Wednesday, November 18
4:00 PM – 5:00 PM
*Blackboard Discussion Board*
Campus: Downtown
Room: Faculty Resource Center – FH213

Friday, November 20
9:00 AM – 10:00 AM
*Blackboard Discussion Board*
Campus: Downtown
Room: Faculty Resource Center – FH213

Monday, November 23
3:00 PM – 4:00 PM
*Blackboard Discussion Board*
Campus: Downtown
Room: Faculty Resource Center – FH213

Monday, November 30
4:00 PM – 5:00 PM
*Blackboard Discussion Board*
Campus: West
Room: Faculty Resource Center - 350

Workshop Descriptions

**Getting Started with Blackboard**
Learn how to log in, create new buttons, add your syllabus, create announcements, and email your entire class. This workshop is perfect for faculty who do not have experience with Blackboard. Please bring your COSMO ID number and Novell GroupWise email password with you.

**Using the Assignment Feature in Blackboard**
Learn how to create assignments in Blackboard. Know when assignments have been submitted by your students and how to grade them.

**Effective Use of the Blackboard Grade Center**
Learn how to have Blackboard manage and calculate grades for your course. Topics covered: organizing your Grade Center, weighting grades, adding a grade column, resetting grade attempts, displaying the grades to your students.

**Blackboard Discussion Board**
Explore the benefits of using online discussion within your course. Learn how to begin a course discussion, create forums, create threads, and respond to student posts.