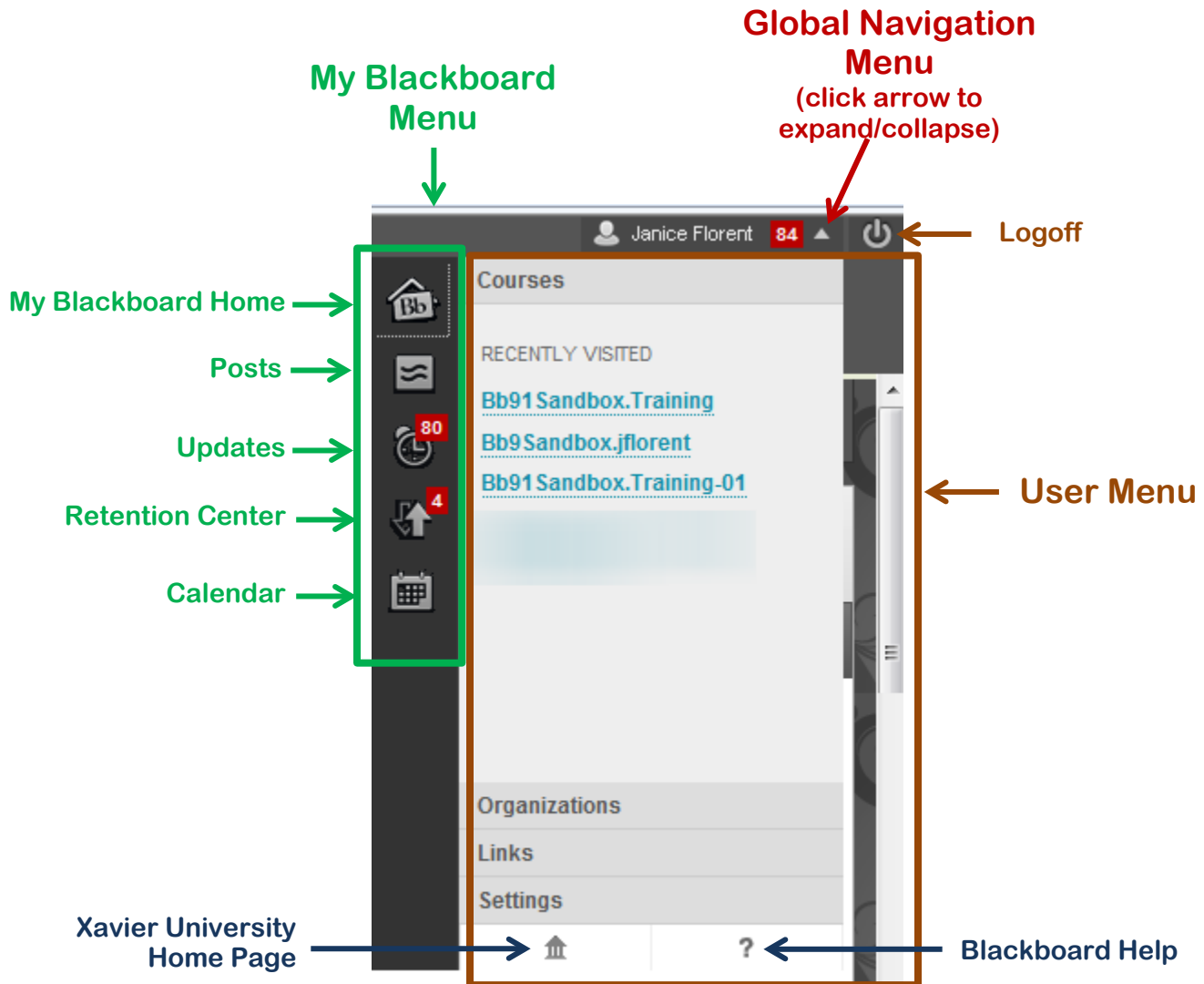


Global Navigation and My Blackboard Overview







The Global Navigation Menu is a new feature in Blackboard Learn Service Pack 12. The Global Navigation Menu is the entry point to My Blackboard and also provides one-click access to your courses, organizations, settings and help. You no longer need to navigate to the Xavier University home page or courses tab to access your courses and organizations. Additionally, you will see an alert next to your name on the Global Navigation Menu when there are changes, notifications, or updates to your courses or organizations since your last login.

To expand the Global Navigation Panel, click the arrow on the right of your name. A drop-down window will appear showing the **My Blackboard Menu** on the left and the **User Menu** on the right. A description of the tools in the Global Navigation Panel is listed on page 2 of this document.



Instructor View of the Global Navigation Panel



My Blackboard Menu

Tool	Description
	Blackboard Home: Displays highlights of what is new since the user last accessed Blackboard.
	Posts: The page displays recent post contributions to discussion boards, blogs, wikis and journals in the courses and organizations the user is enrolled in.
	Updates: This page displays notification of what's happening in courses and organizations the user is enrolled in.
	Retention Center: For instructors only. Displays which students are at-risk in each course you're teaching.
	My Grades: For students only. This appears in the student view instead of the Retention Center (instructor view).
	My Calendar: View the events and due dates from all of your courses and organizations you're enrolled in.

User Menu

Tool	Description
	Courses: A quick access to your most recently visited courses.
	Organizations: A quick access to your most recently visited organizations.
	Settings: Modify your notification settings and personal information here.
	Home: Link to the Xavier University page.
	Help: Link to help.blackboard.com where you can select Instructor or Student information.