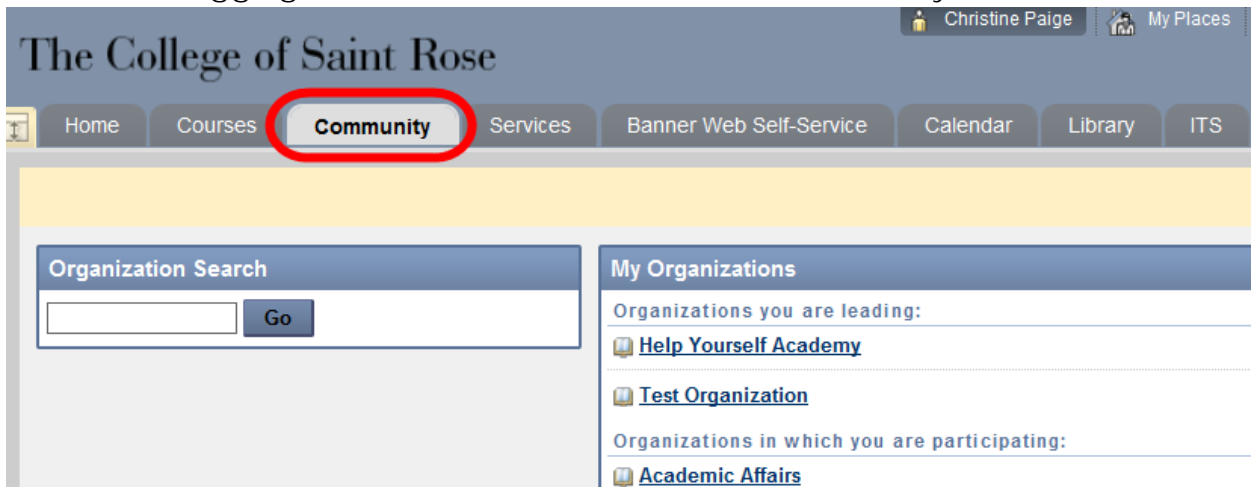


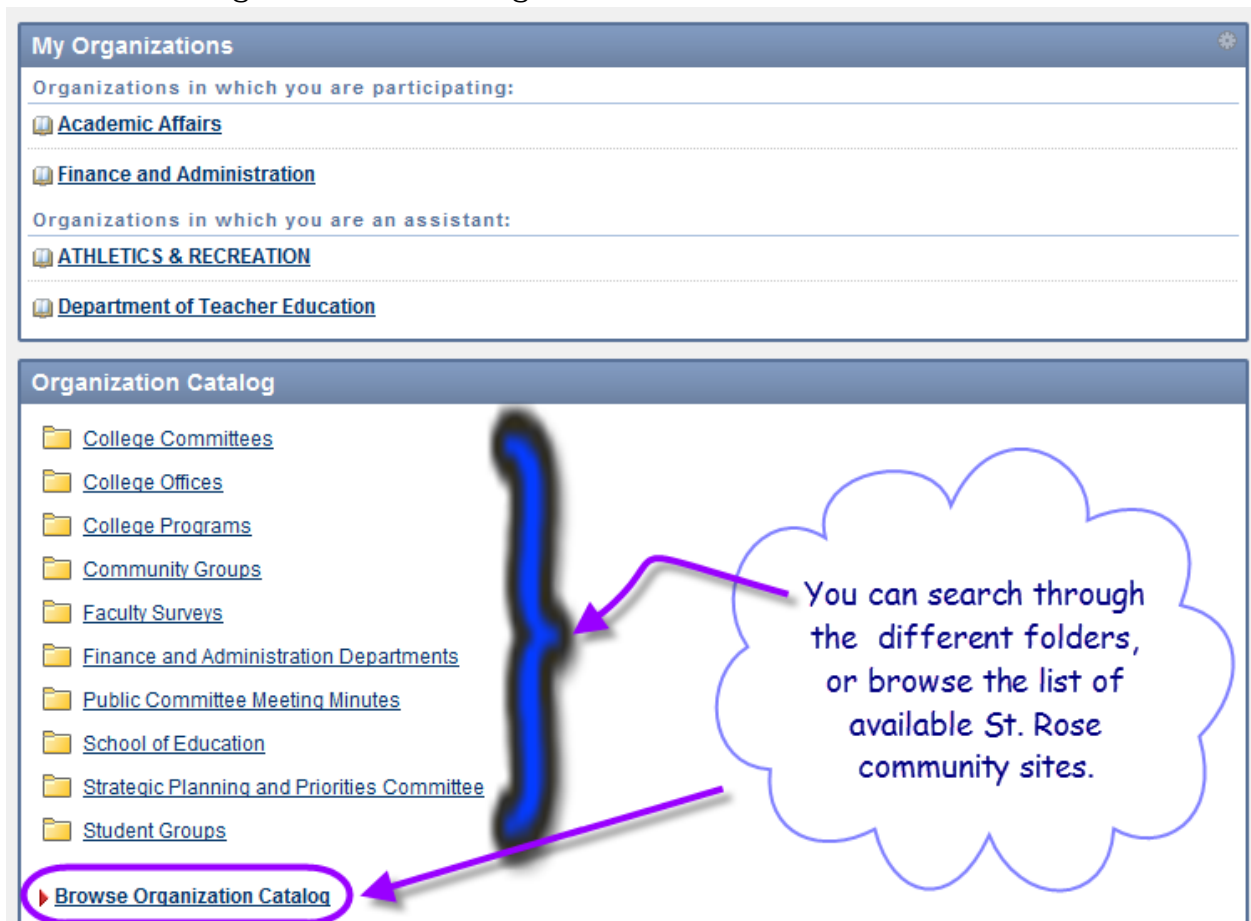
To Enroll in a Blackboard Community Site:

1. After logging in to Blackboard, click on the Community Tab.




The screenshot shows the Blackboard interface for The College of Saint Rose. The user is logged in as Christine Paige. The navigation menu includes Home, Courses, Community (highlighted with a red circle), Services, Banner Web Self-Service, Calendar, Library, and ITS. Below the navigation menu, there are two main sections: Organization Search and My Organizations. The Organization Search section has a search box and a Go button. The My Organizations section lists organizations the user is leading (Help Yourself Academy, Test Organization) and participating in (Academic Affairs).

2. In the Organization Catalog:



The screenshot shows the Blackboard Organization Catalog. The top section, My Organizations, lists organizations the user is participating in (Academic Affairs, Finance and Administration) and assisting in (ATHLETICS & RECREATION, Department of Teacher Education). Below this is the Organization Catalog, which lists various folders: College Committees, College Offices, College Programs, Community Groups, Faculty Surveys, Finance and Administration Departments, Public Committee Meeting Minutes, School of Education, Strategic Planning and Priorities Committee, and Student Groups. A blue bracket highlights the list of folders, and a callout bubble points to it with the text: "You can search through the different folders, or browse the list of available St. Rose community sites." The "Browse Organization Catalog" link at the bottom is circled in purple.

- Find Community Site/Organization. Click the drop down menu to the right and choose Enroll.

 **Browse Organization Catalog**

Search Catalog Organization Contains
AND Creation Date
 Search this Category Search Entire Catalog

Browse Categories
Select a category to see only courses belonging to that category
No subcategories found for this category.

<u>Organization ID</u>	<u>Organization Name</u>
org-all-ahd ▼	Arts & Humanities Dean Search Committee
org-fac-CurrLit ▼	Curriculum Library Committee
org-all-eddean ▼	Education Dean Search Committee
comm-all-oneca ▼	Golden Knights Card Office
org-all-comm-prr ▼	Middle States Periodic Review Report Working Groups
org-all-msacao ▼	MSA Challenges and Opportunities
org-all-ncate-edu ▼	NCATE Visit Site
org-all-comm-sppc ▼	Strategic Planning and Priorities Committee
org-facst-summerlmm ▼	Summer Immersion
org-cis-prof ▼	Temporary CIS Instructor Search Committee

- Click on Submit.
- The Community Site/Organization will now show up on your Community list.