

ACCESS to the digital learning environment of Tilburg University for STUDENTS

Library and IT Services

Tilburg University
Warandelaan 2
PO Box 90153
5000 LE Tilburg

Homepage:
www.tilburguniversity.nl/services/lis/

Blackboard access
www.tilburguniversity.nl/dlo/

IT&AV Service Desk
Building G 82 (first floor)
telephone 013-466 3111
E-mail lis-helpdesk@uvt.nl

Open Monday till Friday:
8.30 - 17.00 hrs.

Practically every course from the Study guide of Tilburg University has a Blackboard Course as digital counterpart. Such course may exist of specific subject information, documents, tests and questionnaires, links and various communication possibilities such as e-mail, discussion lists and chat. Depending on the course a lecturer can bring into action various Blackboard possibilities. You need to separately apply for each Blackboard Course. In Blackboard terms this is called enrolling. The enrollment for a Blackboard course can be arranged via the Individual Study guide.

The Personal guide – the starting point for your training

Everything on the organization of the education at Tilburg University has been set down in the Electronic Study Guide (ESG). You produce your personal study program in the Personal Guide. Here you find all information of importance to you personally. Such as your own lecture schedule and the actual changes, information on examinations you may take, etc. You have to execute a number of steps in order to determine for which courses you need to enroll in Blackboard.

- Go to www.tilburguniversity.nl/students/ and click *Electronic studyguide* or go directly to the study guide via <http://studiegids.uvt.nl/it10.home?taal=E>
- Click *Here* for your personal guide.
- Log-in with your UvT user name (S-anr) and UvT password.

My program, compulsory courses and optional courses

First of all you compose your program and determine which compulsory and free optional courses you intend to take.

- First of all choose *My program* from the menu *Choose or change*.
- Indicate in which faculty you study and which training program you take.
- The compulsory courses that are part of this program are shown. Mark those courses you intend to take.
- Click *OK* (entirely at the bottom of the screen) to set down the compulsory courses.

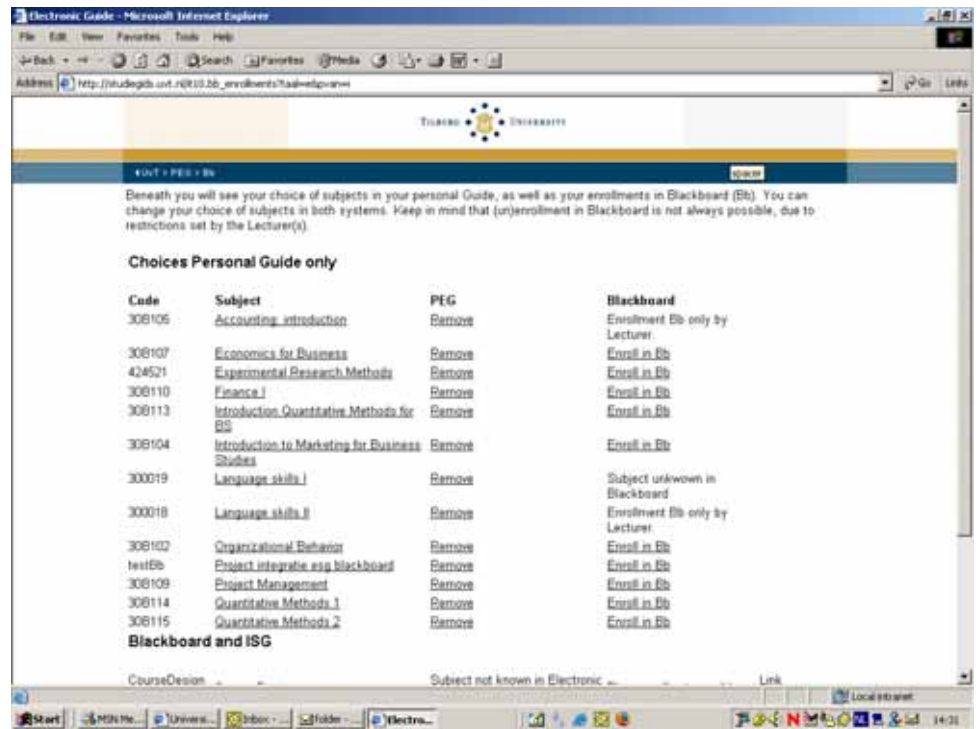
Now you get to the starting page of the Personal Guide again. Choose *My courses* if you should want to add or remove courses. Choose for *My optional courses* if you want to add free optional courses to your program.

My Blackboard courses

After composing your lecture schedule you may apply for the Blackboard courses.

Be precise when applying for a Blackboard course. In many cases it is not (yet) possible to withdraw or unenroll.

- Choose *My Blackboard courses* from the menu *Choose or change* for. You get an overview of all courses you have selected earlier in the Personal Guide. Per course is shown how application/enrollment has been arranged:
- Does a course have a link *Enroll in BB* then you can directly present by clicking the link. After enrollment in Blackboard the course is shown under the header *Blackboard and ISG*.
- Does a course mention *BB enrollment only via the lecturer*, then contact your lecturer.



Link Blackboard and Personal Guide

The ISG and Blackboard are linked and all course information that is of importance to you automatically appears in Blackboard when logging in.

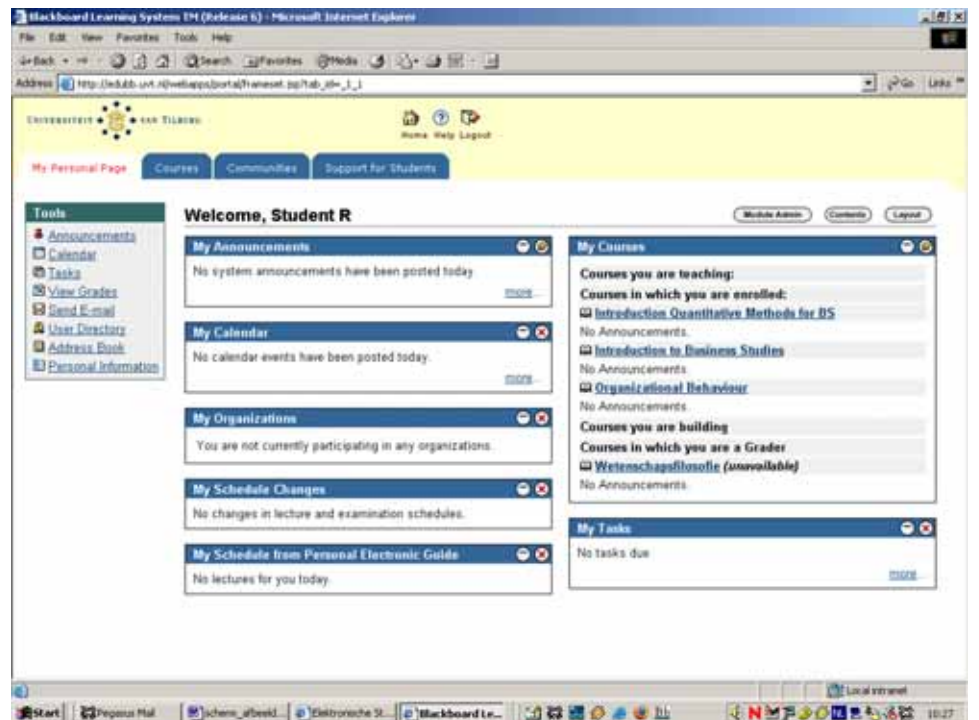
You have access to Blackboard via www.tilburguniversity.nl/dlo/ with your UvT user name (S-anr) and UvT password and *My Personal Page* appears.

My Personal Page

This page is your starting point for all your further activities and contains personal information of importance to you as individual student, such as:

- All courses you signed up for (or in Personal Guide/Blackboard terms 'enrolled' for).
- Actual messages of your lecturers.
- Your day schedule as you entered in the Personal Guide.
- Changes/alterations in the (examination) schedule of the courses you have chosen in the Personal Guide.

You may adjust the layout of the My Personal Page completely to your own liking.



What else is there to know?

- Do you have any more questions on the working of Blackboard? For students there is the IT&AV Service Desk. The icon is on the student desktops. Via Internet you find the helpdesk at: www.tilburguniversity.nl/services/its/its-helpdesk.
- For problems within a specific Blackboard Course you best can contact the lecturer(s) involved.
- You have to use your UvT e-mail address for all communication in the Personal Guide and Blackboard via e-mail.