

## **Notifications Dashboard**

The Notifications Dashboard tab is located next to the My Institution tab once you've logged in to Blackboard. It contains several modules which display notifications of changes in *all courses* that the user is participating in. For example, the 'To Do' module is a quick way for students to see if anything is due in any of their courses.

(**Note**: These modules can also appear at the individual course level on a module page. In that case, the information reflected only pertains to that particular course.)

All notifications are automatically generated by Blackboard except for the Early Warning System messages, which are created by the instructor in the Evaluation section of the Control Panel.

JOHNS HOPKIN			
My Institution	Courses Community	Content Collection	Evaluation
My Institution	Notifications Dashboard		
Add Module			

What's New		
Edit Notification Settings	Actions 😽	
Announcements (5)		
<b>Blogs</b> (14)		
Content (5)		

What's New - Displays a list of new items posted to courses. Instructors, TAs, and Graders see any new assignments that have been submitted, tests that have been submitted, new discussion board posts. Students see new discussion board posts, new grades posted, new content that is available.

Needs Attention	
Edit Notification Settings	Actions 😽
No Notifications	
Last Updated: Decen	iber 13, 2012 12:51 F

Needs Attention - Displays all items in courses that require some type of interaction. Instructors, TAs, and Graders see assignments, tests, and surveys that have been submitted.

To Do	
Edit Notification Settings	
What's Past Due	Actions 😺
All Items (0)	
What's Due	Actions ¥
Select Date: 12/13/2012 🔲 Go	
▼ Today (0)	
Nothing Due Today	
Tomorrow (0)	
This Week (0)	
Future (0)	

**To Do** - Displays the status (Past Due/Due) of relevant course work and tasks. Students see any grade items that have listed due dates in two categories, what is past due and what is due in the future. Links to relevant course items are provided.

Alerts	
Edit Notification Settings	
Past Due	Actions ≽
No Notifications	
Early Warning System	
No Early Warnings	
Activity Alerts	
No Notifications	
Last Updated: December 1	3, 2012 12:51 PM

Alerts – Customizable notifications made to students through the Early Warning System. Instructors will see Early Warning System rules and the list of users who have violated that rule.

## **Notification Emails**

By default, students will automatically receive email notifications as new items are posted to the course, or in one 'daily email digest' sent once daily from Blackboard. They can turn off this option and adjust other notification settings by clicking the 'Edit Notification Settings' button in any of the modules.

Needs Attention	
Edit Notification Settings	Actions 😽

Once they are in the Edit Notification Settings window, students can then click on an individual course and adjust email settings for that course:



**~** 

**~** 

**~** 

**~** 

**~** 

**~** 

Course Quota Soft Limits

Discussion Board Forum Needs Grading