

Bb Ultra: Editing the Start Here Module



The Start Here Module is specifically made for ease of access for students, and ease of editing for you.

Please don't edit or delete the documents or subheadings in the Start Here Module.

Simple editing instructions, list, and example verbiage is included for your convenience.

1

Navigate to your Bb Ultra course.

2

Click "Start Here!"

The screenshot shows the 'Course Content' area of a Bb Ultra course. The 'Start Here!' module is highlighted with an orange circle. The module title 'Start Here!' is circled in orange. The description reads: 'Instructor Introduction, Course overview, Syllabus, Resources. Complete the rest of the course!'. The module is marked as 'Hidden from students'.

3 Click "Start Here"

Tools & Actions

oster
[View everyone in your course](#)

ourse Description
[View the course description](#)

rogress Tracking ⓘ
[Turn off](#)

ourse Image
[Edit display settings](#)

ourse is private
[Students can't access this course](#)

lass Collaborate
[Join session](#) ▼

ttendance
[Mark attendance](#)

ooks & Tools
[View course & institution tools](#)

uestion Banks



Start Here!

⊘ Hidden from students ▼

Instructor Introduction, Course overview, Syllabus, Resources.
rest of the course!



Start Here

⊘ Hidden from students ▼



Course Overview

⊘ Hidden from students ▼



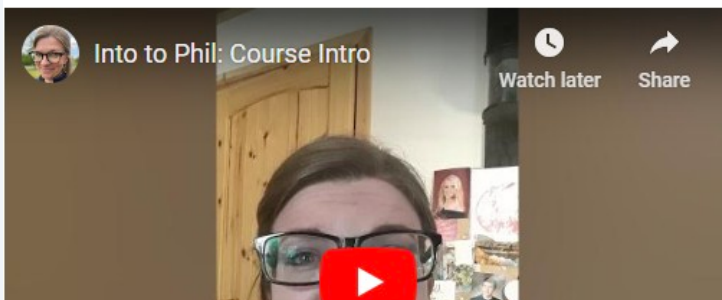
Simple Syllabus

⊘ Hidden from students ▼

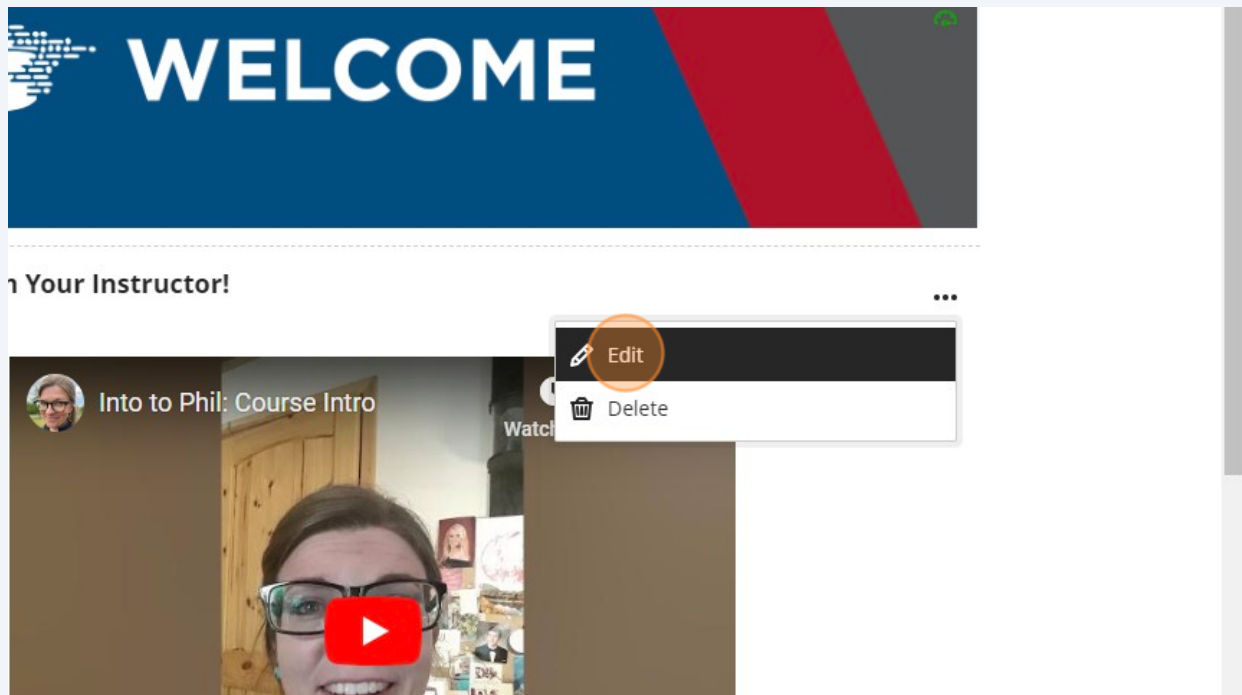
4 Click here.



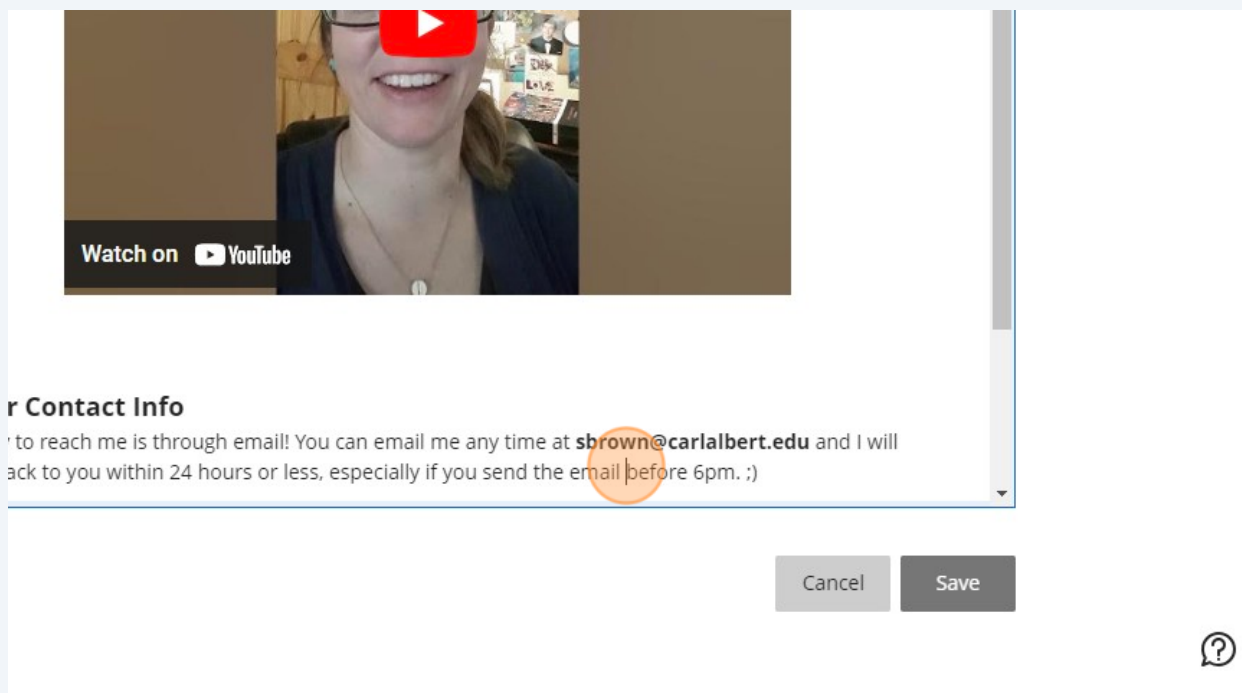
Meet Your Instructor!



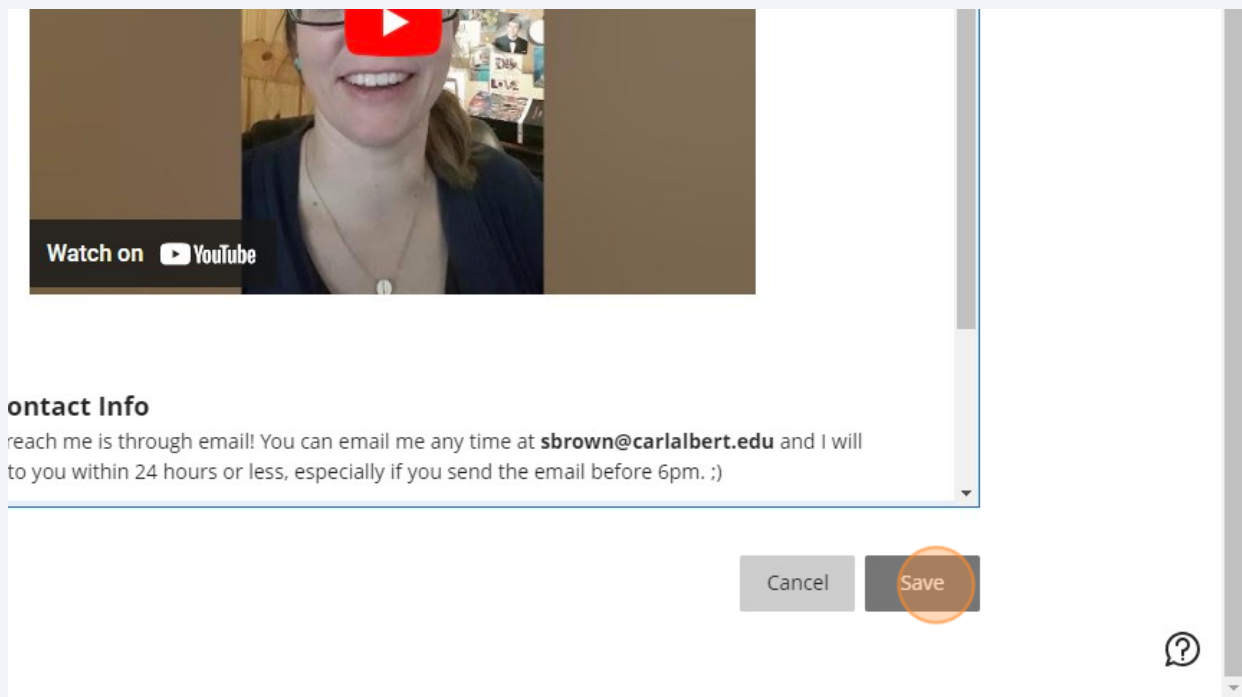
5 Click "Edit"



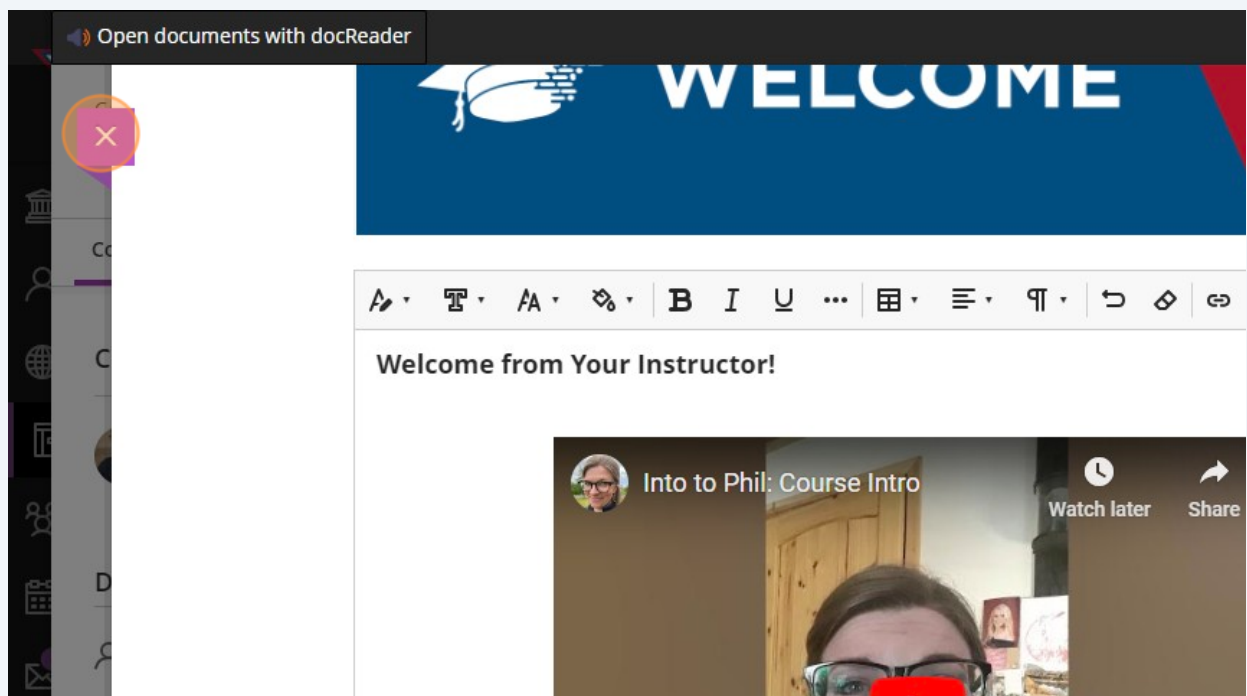
6 Please edit the text under each bold subheading. **Do not edit or delete any subheadings.**



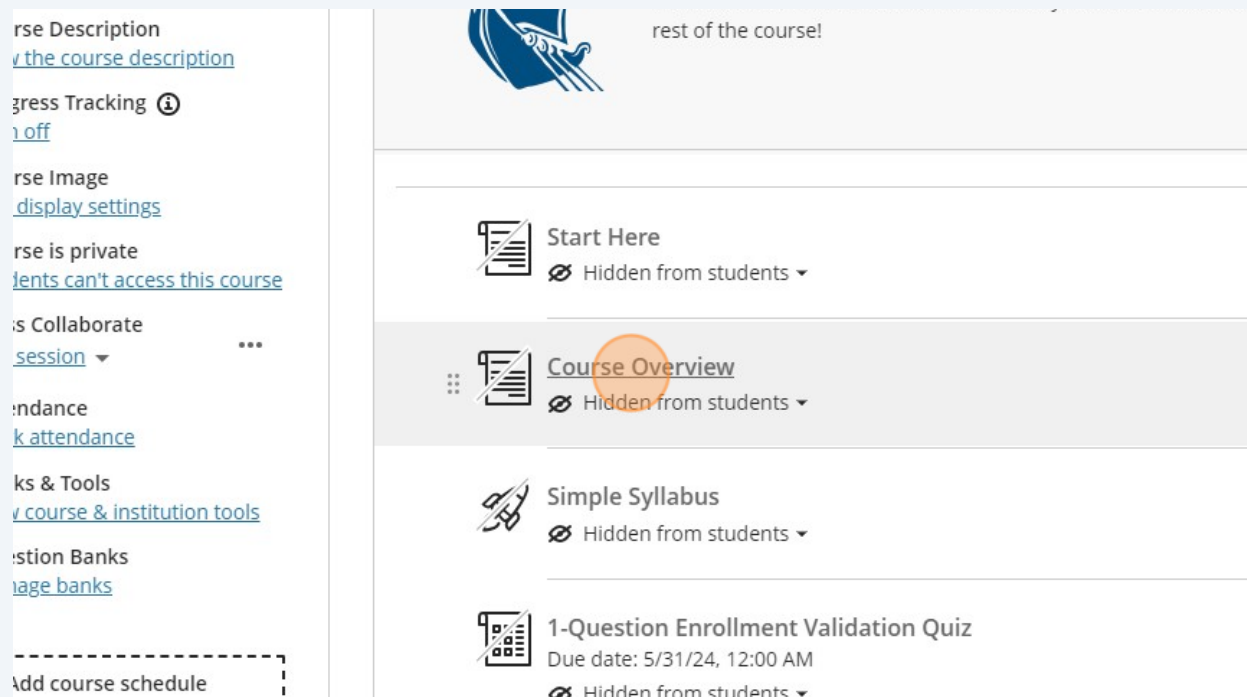
7 Click save.



8 Click "x" to exit this first document when you're finished editing all the subheadings.

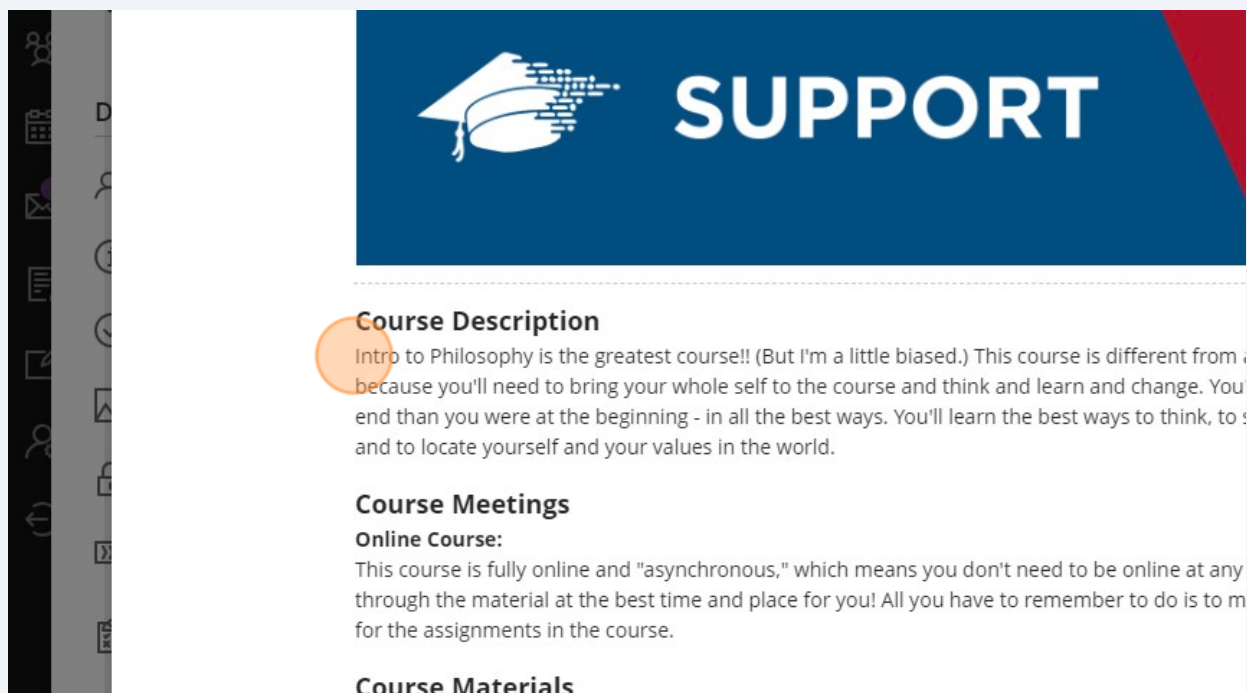


- 9 Click "Course Overview" to enter the next document, the Course Overview.



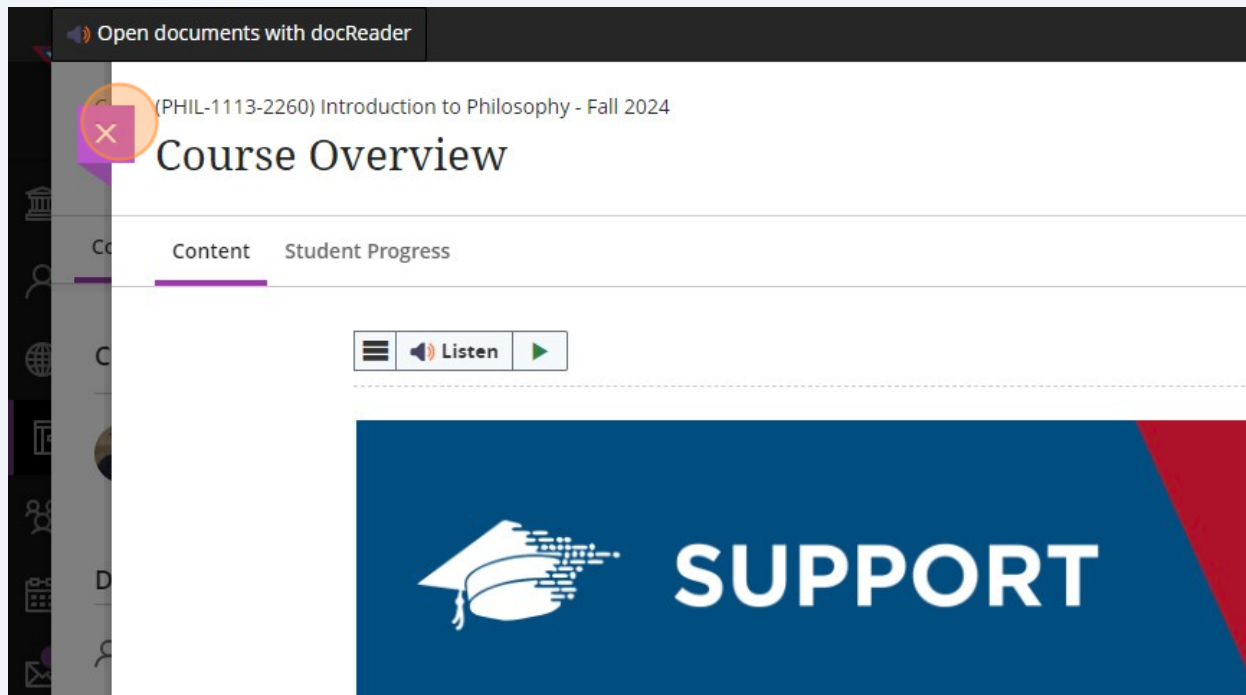
The screenshot shows a course management interface. On the left is a sidebar with links: "Course Description" (with a sub-link "view the course description"), "Progress Tracking" (with a sub-link "turn off"), "Course Image" (with a sub-link "display settings"), "Course is private" (with a sub-link "students can't access this course"), "Collaborate" (with a sub-link "session"), "Attendance" (with a sub-link "track attendance"), "Links & Tools" (with a sub-link "view course & institution tools"), "Question Banks" (with a sub-link "manage banks"), and a dashed box containing "Add course schedule". The main content area has a header with a blue icon and the text "rest of the course!". Below this is a list of course options, each with an icon, a title, and a "Hidden from students" toggle. The options are: "Start Here", "Course Overview" (highlighted with an orange circle), "Simple Syllabus", and "1-Question Enrollment Validation Quiz" (with a due date of 5/31/24, 12:00 AM).

- 10 Click and edit the text under each of these subheadings - again, please **do not edit or delete the subheadings**.



The screenshot shows a course page. At the top is a blue header with a white graduation cap icon and the word "SUPPORT" in white. Below the header is a dashed line. The main content area has three subheadings: "Course Description", "Course Meetings", and "Course Materials". The "Course Description" subheading is highlighted with an orange circle. The text under "Course Description" reads: "Intro to Philosophy is the greatest course!! (But I'm a little biased.) This course is different from i because you'll need to bring your whole self to the course and think and learn and change. You end than you were at the beginning - in all the best ways. You'll learn the best ways to think, to and to locate yourself and your values in the world." The "Course Meetings" subheading is followed by the text "Online Course: This course is fully online and 'asynchronous,' which means you don't need to be online at any through the material at the best time and place for you! All you have to remember to do is to m for the assignments in the course." The "Course Materials" subheading is followed by empty space.

- 11 Click "x" to exit the Course Overview document.



These two documents are the **only** documents that need editing. You may also edit the syllabus quiz and the introduction discussion, but **please keep one of them, due before the census date, to certify your roster.**



If you need anything reset, let Online Learning know! Your consistency in this is a gift to your students. :)