

Getting to know Brightspace

Table of contents

1. The minibar
2. The personal homepage
3. Course home
4. Navigation bar
5. Course example

The minibar

In the upper right corner of the screen you will see this:



1. **Course Selector:** view the courses that you are enrolled for. You can pin courses to the homepage here. If you are enrolled for a large number of courses, you can use the search bar to find the courses
2. **Subscription alerts:** choose whether you'd like to receive notifications for activities in discussion forums, which will then appear here.
3. **Update alerts:** informs you about newly uploaded files and assignments. If you see an orange dot, click the bell icon to view these updates.
4. By clicking on your **profile picture or name**, you can modify settings related to your notifications and account.

Personal homepage

After logging in you will see your homepage:

The screenshot displays the Brightspace homepage layout. At the top, there is an 'Announcements' section with a dropdown arrow. Below it is a blue announcement banner titled 'Ter info: Nederlandse taaloctie uitgezet in Brightspace' with a close button (X). The main content area is divided into three columns. The left column is 'My Courses' with a dropdown arrow, showing filters for 'All', '2024-2025', and 'Sandboxes'. It displays three course cards: '2024-2025 1 Voortplanting (DB3-VP) 2024-2025' with an 'Inactive' tag and an orange notification icon with the number 6; 'ct_fsw_test_sandboxes _cb Sandboxes'; and 'Cecile Dentener Sandbox Sandboxes'. A 'View All Courses (3)' link is at the bottom. The middle column is 'Quick Eval' with a dropdown arrow, featuring a checklist icon and the message 'You're all caught up! You have no submissions that need evaluation. Check back later for new submissions.' with a 'View all activities' button. The right column is 'Calendar' with a dropdown arrow.

1. You can see an overview of the 12 last visited courses.

Note: Brightspace automatically fills the homepage until 12 courses are displayed, even if you have not pinned 12 courses to this page.

- Some courses contain icons with a number in the orange frameworks. These icons represent Activities (Assignments, Discussions and Quizzes). The number indicates how many unread items there are within the Activity.
- Click on the name of a course that you wish to open.
- Or click on **View All Courses** to see every course you are enrolled in.

2. Above your courses you will see the latest announcements.

3. Activities from all your courses will be displayed in your Calendar. Clicking **Upcoming Events** will reveal a list of activities. Click on **Calendar** to open the calendar.

4. Submissions that need evaluation you can find in **Quick Eval**

Course Home

Navigating to a course:

- Click on a course in your homepage

- Or select a course in the course selector

Navigation bar

The navigation bar of the course is identical for all courses.

- **Course Home:** Go back to your course homepage from any other page in the course.
- **Content:** In which the course material is located and divided into modules.
- **Grades:** View your grades for each assignment within the course.
- **Course tools:** from here you can go to
 - Assignments
 - Quizzes
 - Discussions
 - Rubrics
- **Course Management:** from here you can go to
 - Classlist
 - Groups
 - Class progress
 - Course Admin
- **Help:** from here you can go to
 - Brightspace Help
 - Manuals
 - Support Page

Course example

Dentener welkom! - Cecile Dentener Sandbox

Announcements

Announcements

Posted 31 July 2024 11:35

General news and announcements

Announcements

Posted 31 July 2024 11:35

General news and announcements

announcement

Cecile Dentener posted on 16 July 2024 14:27

test

[Show All Announcements](#)

Content Overview



Work To Do



2 weeks clear!

You have no activities with due or end dates available.

[View All Work](#)

Quick Eval



You're all caught up!

1. At the top, you'll find the **Course Name**.
2. The **course banner** typically displays the course name, but it may also include a personalized welcome message (as shown in the picture).
3. The **content overview** allows you to quickly navigate to the desired module. Keep in mind that the percentage shown is merely an indication of how much content you've accessed. Reaching 100% doesn't necessarily mean you've completed this section of the course.
4. Below **Announcements**, you'll see notifications specific to the course. You can adjust your settings to receive an email when new announcements are posted.
5. The **Calendar** displays course activities such as meetings and assignment deadlines