



PREPARING FOR YOUR ONLINE CLASS A PRINTABLE CHECKLIST



BEFORE YOUR ONLINE CLASS STARTS

1. Take the Self-Assessment Test
 2. Log on to your online class
 3. Test your college email or set up email forwarding
 4. Prepare your Computer, Internet Connection, and Browser
 - Pop ups enabled
 - Correct version of Java
 - Approved browser
 - Run a browser test
 5. Double-check the Course CRN and Payment Information
 6. Learn Basic Features in Blackboard
 7. Purchase your Textbooks
 8. Technical Help- retain help desk information in case support is needed
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