



Introduction to Your Brightspace Website Layout

The Brightspace digital learning environment differs from Blackboard in a variety of ways, so this page offers a quick overview of the various elements of the Brightspace layout.

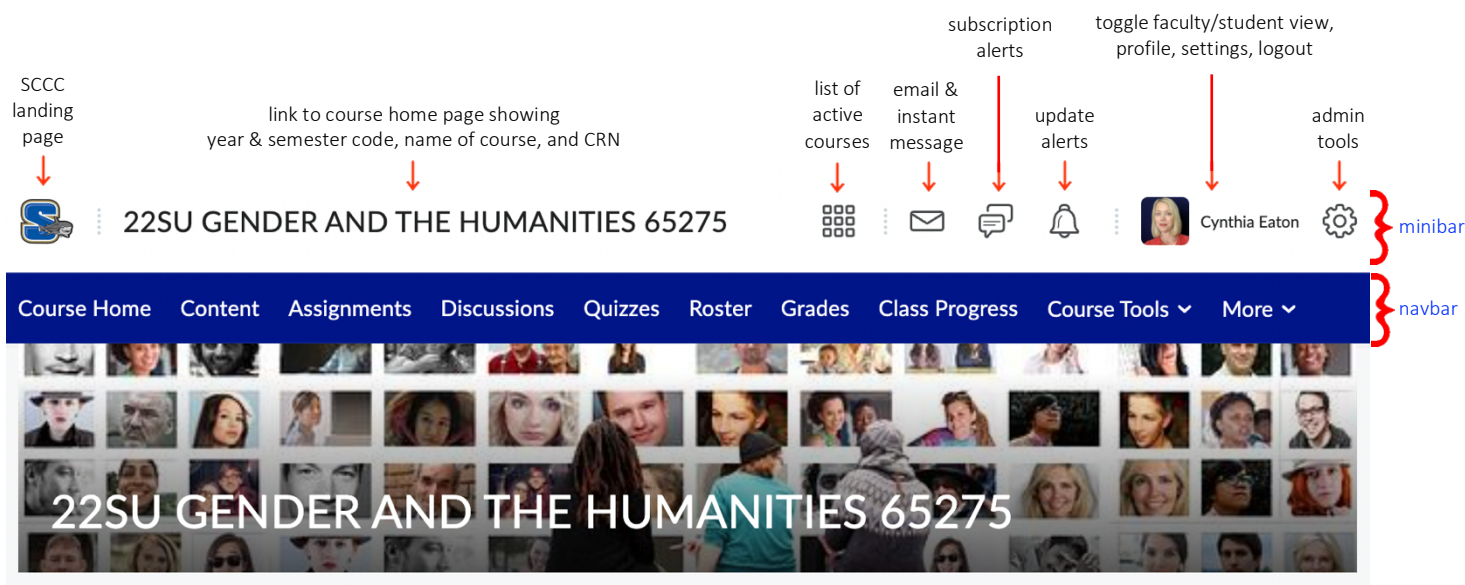
First, you'll notice a very different landing SCCC landing page when you first log in to Brightspace. Brightspace's design relies on widgets, which are content sections that contain links to courses, tools, or items within courses.

Your courses will appear as widgets below the My Courses heading.

The screenshot displays the Brightspace user interface. At the top, there is a dark blue navigation bar with 'Quick Eval' and 'Brightspace Resources' with a dropdown arrow. Below this is a banner for 'SUNY Suffolk' featuring a group of diverse students. The main content area is divided into several widgets:

- Announcements:** A widget with a dropdown arrow and a message: 'There are no announcements to display.'
- Suffolk Announcements:** A widget with a dropdown arrow, currently empty.
- My Courses:** A widget with a dropdown arrow and a red arrow pointing to it. It has tabs for 'All', 'Pinned', '22FA - Fall 2022' (selected), '22SU - Summer 2022', and 'CPD Pilot Semester'. It displays three course cards:
 - 22FA STANDARD FRESHMAN COMPOSITION 90912:** 2022FA-SUF-ENG101-90912 • 22FA - Fall 2022 Ends December 22, 2024 at 12:00 AM
 - 22FA ADVANCED EXPOSITORY WRITING 95171:** 2022FA-SUF-ENG201-95171 • 22FA - Fall 2022 Ends December 22, 2024 at 12:00 AM
 - 22FA COLLEGE SEMINAR 90474:** 2022FA-SUF-COL101-90474 • 22FA - Fall 2022 Ends November 13, 2024 at 12:00 AM
- Calendar:** A widget with a dropdown arrow showing 'Sunday, June 5, 2022' and a right arrow. Below it is an 'Upcoming events' section with a dropdown arrow and a message: 'There are no events to display.'

Once in your class website, you'll notice that the Brightspace navigation is horizontal across the top of the page. Sections and tools are labeled below.



As shown, right below what Brightspace calls the minibar (the row of features across the very top of your class website), the main navigation bar—or navbar—is blue. This contains the links to the main sections of your class website. Below are the elements that come as default settings, which you can customize as desired.

- Course Home** As the name suggests, this simply brings you to your class’s home page (clicking the course name in the minibar does the same).
- Content** Content is the main section of most class websites, as this is where you upload your syllabus, assignments, supplemental readings, materials, lecture notes... any resources that you need to provide to your students to help them succeed in your class.
- Assignments** Assignments functions like a dropbox where students can upload a variety of file types and/or paste their assignment in as a text submission. Brightspace also allows faculty to accept work in person and use Assignments to provide a grade and feedback.
- Discussions** The Discussions area contains the forums and topics for each of the discussions that you wish to have students engage in throughout the semester. This is a collaborative workspace where students can work with their peers and professor as they submit written work, share thoughts on assignments, share files and resources, ask questions and receive feedback, etc. Faculty establish the main forums and topics within those forums; students submit by creating threads and replies within those topics of conversation.

Quizzes This is an assessment area for quizzes and exams that you assign grades to. These can come from question datasets or libraries, or you can create questions one at a time, and there's a range of options to customize each quiz and exam. (To do formative assessments, Brightspace has a tool called self-assessments that you can set up for students to test their own knowledge without a grade.)

Roster This takes you to a tool called Classlist where you can see all students enrolled in each class and see their date of last access as well as use a drop-down menu to view their progress, view their group enrollments, edit any accommodations, email them through Brightspace, etc.

Grades This is the gradebook view you can view, enter, manage, and download grades as needed. Brightspace offers faculty a standard view and a spreadsheet view, and the setup wizard takes you through all of your options for how you'd like your gradebook set up.

Class Progress Class Progress gives provides an at-a-glance view of your class' and each individual student's progress in your course. You can see how much content has been accessed, each student's quiz averages and their grades progress—and you can set up intelligent agents to customize feedback for students based on their progress. Clicking a student name reveals more individualized results.

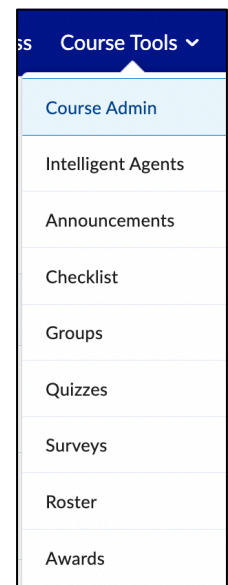
Course Tools Course Tools provides access to various tools to manage your class website, most importantly the Course Admin section.

All of the Course Admin options are shown in a graphic on the next page.

Also available in Course Tools are intelligent agents, announcements, checklist, groups, quizzes, surveys, roster, and awards.

More Click the drop-down arrow next to More to access the virtual classroom and video assignments.

... Click the ellipsis menu (also known as kebab or meatball menu) to customize the navbar and to manage all course navbars.



Course Administration

Category

Name

Site Setup

 [Course Offering Information](#)

 [Homepages](#)

 [Navigation & Themes](#)

Site Resources

 [Calendar](#)

 [Content](#)

 [Course Builder](#)

 [External Learning Tools](#)

 [Frequently Asked Questions](#)

 [Glossary](#)

 [Import / Export / Copy Components](#)

 [Links](#)

 [Manage Dates](#)

 [Manage Files](#)

Learner Management

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Assessment

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Administration

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