

## ACCESSING BLACKBOARD AND OBTAINING YOUR SYLLABUS

### Instructions for Accessing Blackboard

You will need to access Blackboard to obtain your syllabus. **YOUR SYLLABUS WILL BE AVAILABLE TO YOU 3 DAYS PRIOR TO THE TERM START.** You must have an NSU email account to access your course in Blackboard. If you have not obtained this account, go to <http://www.nova.edu/resources/nsuidentity.html>.

Enter Blackboard through SHARKLEARN: <https://sharklearn.nova.edu/webapps/login/>. For any technical problems, call the Help Desk: (954)262-4357.

For assistance or to solve any technical problems call the **Help Desk: 954-262-4357 or 800-541-6682, ext. 24357.**

### Blackboard Tutorials

Blackboard tutorials are available through the following link:  
[http://www.nova.edu/izone/blackboard\\_help.html](http://www.nova.edu/izone/blackboard_help.html)

### Course Login Procedure

- Connect to Blackboard Main menu through SHARKLEARN: <https://sharklearn.nova.edu/webapps/login/> and click on "Username"
- Enter your NSU e-mail user name and password; DO NOT include "@nova.edu" in the username
- Links to your courses should appear on your screen
- Click on the underlined course name

## ACCESSING PROGRAM INFORMATION THROUGH BLACKBOARD:

- Under my courses, click on your program, MS Mental Health and School Counseling. You will initially see information on the Counselor Preparation Comprehensive Exam, HIPAA, Student Counseling Services, the ACA Code of Ethics, Continuing Education Workshops, Mental Health Workshops, and the Student Center
- Click on STUDENT CENTER
- Click on the area of interest for more information. You will find the Academic Calendar, the Bookstore, Career Development, the Counseling Handbook, Financial Aid Information, Library Resources, MHC Licensure Information, Practicum, Registration, and Schedules

## TEXTBOOK INFORMATION

Books are available from the NSU bookstore. You may order books online at <http://nsubooks.bkstore.com> or any site of your preference.

