The ‘Virtual Learning Environment’ (VLE) of the University of the Highlands and Islands is Blackboard Learn™ - a computer program that stores learning materials, assessments, tests and surveys and is the online equivalent of a classroom. Some students will do all of their learning using the VLE, others will have a blend of online learning and face-to-face teaching.

Our VLE can be accessed any time from a compatible computer with an internet connection. It is as well to ensure that your computer is compatible with our systems. The easiest way to do this is to run our browser check. From the UHI Home Page, http://www.uhi.ac.uk, click on ‘Students’ and then on ‘IT Help’.

Click on ‘VLE help’ in the left hand navigation and you will be given information indicating whether your browser is compatible with Blackboard.

If there are plugins and features highlighted in red scroll down the page for direct links to the missing items.

After logging into Blackboard you can go to your module by clicking on the link on your Home Page. If you think that you should be enrolled on modules but you cannot see them on your Home Page please contact your course tutor or student adviser.

Getting Help

Your course tutor is a great source of help and assistance.

If you are studying in one of the UHI Colleges or Learning Centres then the College Librarian or Learning Centre Manager will be happy to assist you. If you are studying from home then you can call your tutor, the UHI Subject Librarian or your student adviser.

UHI Helpdesk

UHI provides a Helpdesk Service for all students. You should think of Helpdesk as your first port of call for any technical queries you may have. Our friendly and highly skilled staff are there if you need help. Helpdesk is open from 0900 - 1700 Monday to Friday. You can email 150@uhi.ac.uk, call 150 from an internal phone or call 01463 279150 from an outside line. Please remember to provide your student ID and a summary of your enquiry and a contact number if necessary.
Self-enrolment

When you are presented with the correct module, it will have double arrows to the right of the module ID and you should select 'Enrol' from the drop-down menu, followed by 'Submit'.

Returning to Blackboard ‘home page’

Click on the ‘My Institution’ tab to return to your ‘home page’ within Blackboard.

You can personalize this page by clicking the ‘Personalize Page’ button and selecting different colour themes. You will notice that, by moving the mouse to the title bar of each block on the page, you get a four-headed cursor which means that you can drag to reposition these boxes on the page.

Most of the blocks on the page have three buttons on the top right. You can minimize some of the items on the page by clicking on the middle of these buttons. You will be familiar with the button which looks like a cross which will have the effect of removing a block from your ‘home page’. The left button is a ‘Tools’ button and will enable you to specify the properties of a block.

Where the word ‘block’ is used above, Blackboard uses the word ‘module’. Blackboard uses “module” to mean an element or building block of the VLE system. Within UHI however, a programme of study is called a course and will be made up of a number of modules.

Blackboard Training Videos

One of the blocks on your home page directs you to Blackboard’s On Demand Learning Center. If you click on this link, it will open in a new page and you should look at the top of the page for a link which reads ‘For Students’. Here you will find training videos on different topics which should be of use to you if you are uncertain about anything.

There are a number of videos which relate to the submission of assignments, checking of grades, discussion boards etc among the Blackboard training videos. The videos are short and clear to understand.

Inside a Module

When you click on a module name, you are taken to the main page for the module where important announcements will be displayed.