On-Screen Alerts—End User

Blackboard Web Community Manager

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This guide covers all available features and functionality. Features included in your contract may vary.

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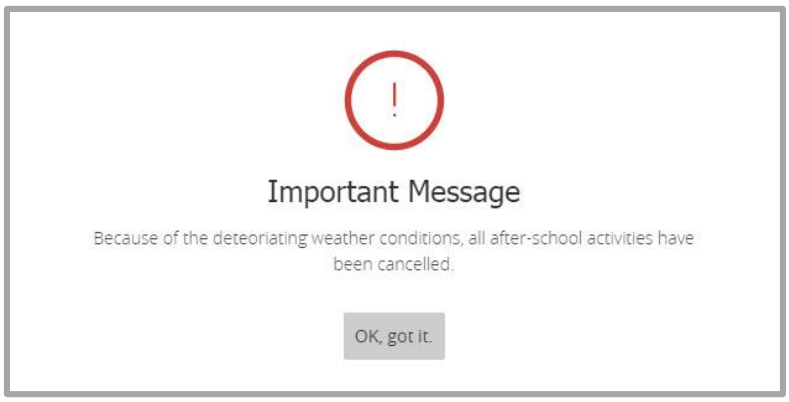
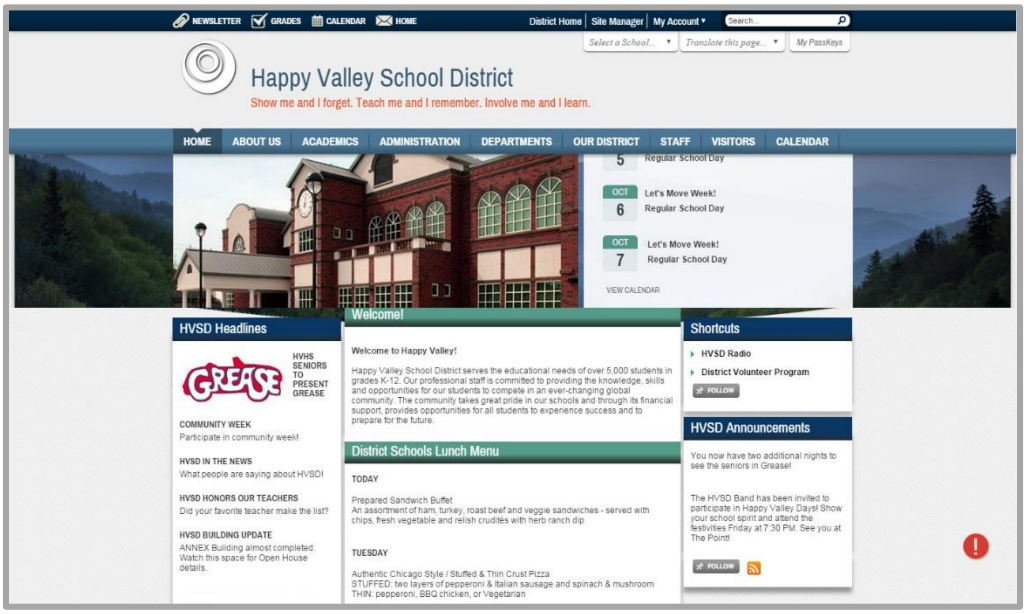
Introduction

On-Screen Alerts are highly visible messages that notify you of situations that arise quickly or at inconvenient times. They can include such topics as sudden weather emergencies or other important need to know now information. When alert messages are posted by your district, you'll see them when you navigate to the website.



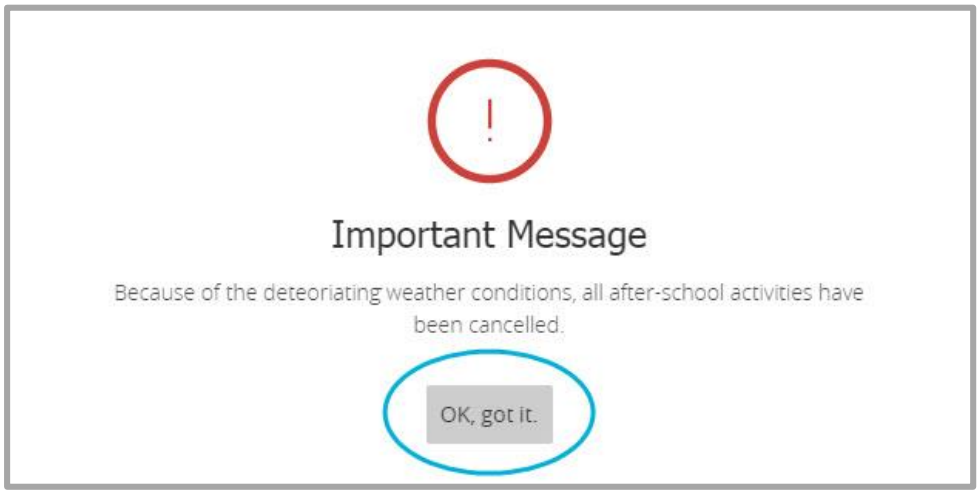
Once you read the messages, click **OK, got it.** The dialog collapses into an *Exclamation* icon**.**

Click the Exclamation icon to redisplay the important Message window at any time. As you navigate the website, any new alert messages posted by the district cause the Exclamation icon to expand and you'll see the Important Message window.



The On-Screen Alert Important Messages Window

When you navigate to your district website, the On-Screen Alert Important Messages window displays if alert messages have been posted by your district. Once you have read the messages, iconify the window by clicking the **OK, got it** button and continue on to the website.



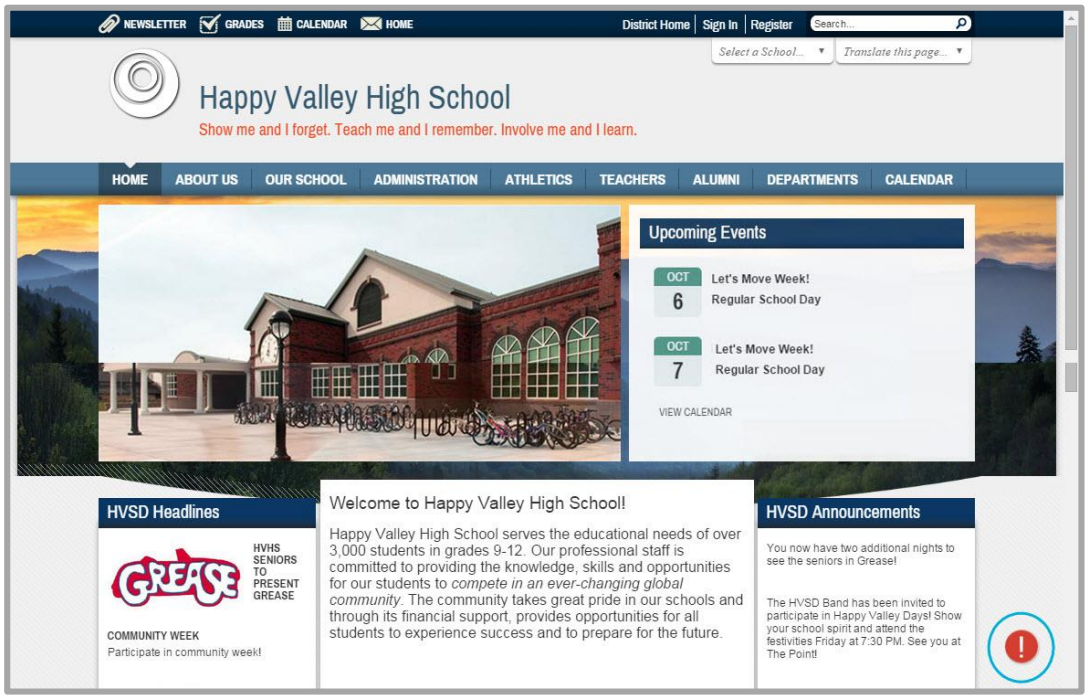
You'll see an *Exclamation* icon display on your screen—a red circle containing an exclamation point. You can display the Important Message window at any time by clicking the icon.

If any new messages are posted after you iconify the Important Message window, the window will display the next time you refresh your screen—that is, when you navigate to a different location on the website. You can also use your web browser's refresh or reload option.

Messages can include links to locations within the district website, to an email address and to other websites. Click the link within the body of the alert message to display it.

On-Screen Alerts Exclamation Icon

When you click the **OK, got it.** button to dismiss the Important Messages window, an icon displays on the screen—a red circle containing an exclamation point. Click this icon at any time to display the Important Messages window.



Note that if any new On-Screen Alert messages were posted since the last time you iconified the Important Messages window, the window expands when you refresh your screen.