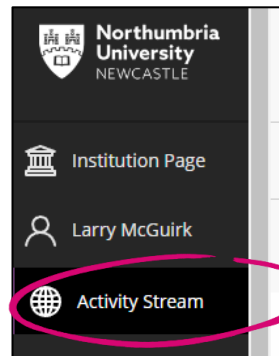


Personalising your Blackboard Notifications

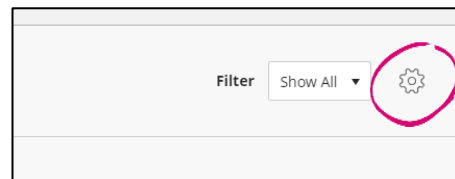
This guide will tell you why you should customise your Blackboard notifications. We strongly recommend that you use the Blackboard mobile site (<https://elp.northumbria.ac.uk>) using your smartphone mobile browser, as this will be the most efficient way of keeping up to date with any developments on your programmes of study.

Blackboard Notifications

- 1 Login into Blackboard and click on Activity Stream, this is the third option on the right navigation panel.



- 2 Click on the settings icon in the top right corner.



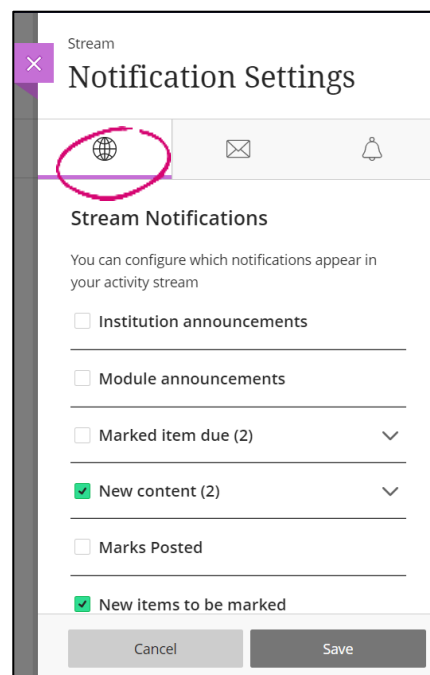
Stream Notifications

- 3 The first list of options is the **Stream Notifications**; this is indicated at the top by the globe symbol.

This gives you the option of customising what you will see in the Activity Stream.

Check or uncheck any of the options in the list.

Click on the **Save** button to implement any changes.



Email Notifications

- 4 The next list of options are the **Email Notification** options; this is indicated at the top by the envelope symbol.

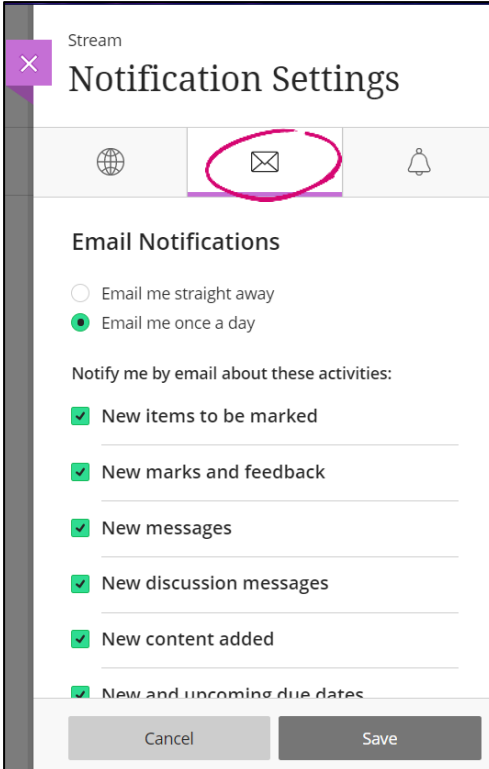
This gives you the option of customising what notifications you will receive to your student email account.

Firstly, you can choose the frequency of the emails you will receive. The **straight away** option will send you an immediate email every time a change occurs.

The **once a day** option will send you an email at the end of every day with all of activity that has taken place during that day.

Check or uncheck any of the options in the list.

Click on the **Save** button to implement any changes.



Stream
Notification Settings

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Email Notifications

Email me straight away
 Email me once a day

Notify me by email about these activities:

New items to be marked
 New marks and feedback
 New messages
 New discussion messages
 New content added
 New and upcoming due dates

Cancel Save

Which options should I choose?

It is advised that you do not change any of the Activity Stream options, this is so the Activity Stream will provide you with links to the information you are looking for.

The email settings could be changed to your personal preference. It is advised that you keep the 'New Grades and Feedback' and the 'New and upcoming due dates' options checked as this would notify of the most important information such as Assignment due dates, one off events and any feedback and grades received for assignment you have already submitted.

