

1. www.ut.edu
 - a. Directory
 - b. Quick Links
2. Domain Login
 - a. Logon with username and Password
 - b. Logon to Web mail from UT homepage
3. SpartanWeb
 - a. Enter Employee ID and Password (from email)
 - b. Change Password [\[LINK\]](#)
 - c. Employee Payroll Section
 - d. IT Software Discounts
 - e. Reserving a room
 - f. Class Roster
 - i. Pictures
 - ii. Download PDF
 - g. [Enter Grades](#)
4. Blackboard
 - a. Logon:
 - b. [Change PasswordGetting Started](#)
 - i. [Edit Mode](#)
 - ii. [Tool link](#)
 - iii. [Content area](#)
 - iv. [Building an item](#)
 - v. [Setting course entry point](#)
 - vi. [Making course available](#)
 - c. Assignments
 - i. [Create Assignment](#)
 - ii. [Turnitin Assignments](#)
 - d. Rubrics
 - i. [Creating](#) and [Video here](#)
 - ii. [Associating](#)
 - iii. [Grading](#)
 - e. Assessments
 1. [Creating Tests](#)
 - a. [Test items](#) and [here](#)
 - b. [Randomized Item Sets](#)
 - f. Grade Center
 - i. Add column
 - ii. [Edit Column](#)
 - iii. Column organization
 - iv. [Entering Grades](#)
 - v. [Row visibility/hiding students](#)
 - vi. [Hiding course from students](#)
 - vii. [Weighted grades](#) and [Video here](#)