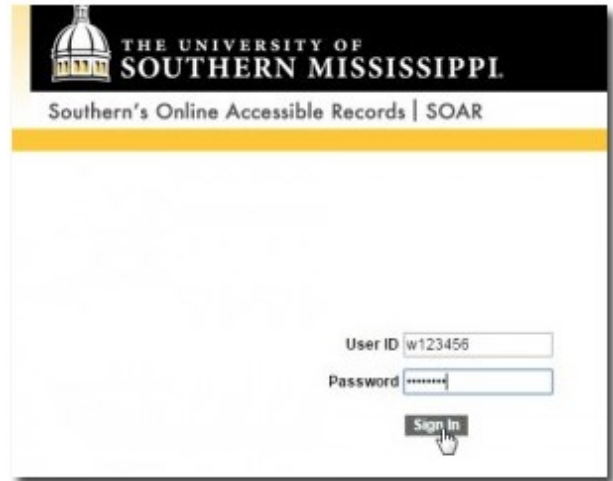


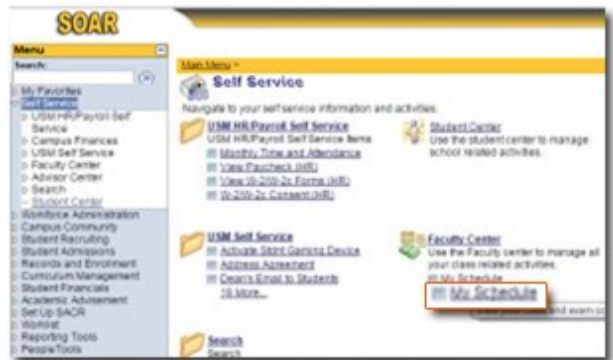
## Request a Blackboard Course to supplement a lecture course

You can now request to use Blackboard to supplement your lecture course through SOAR.

- Log into SOAR



- Click on Self Service > Faculty Center >




The current term schedule will be displayed. If you want to

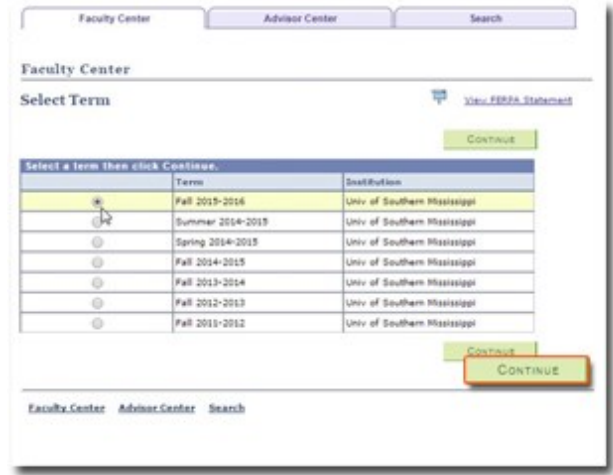
**change term**

change the term, click on



➤ Click  next to the Term's schedule you would like to view.

➤ Click



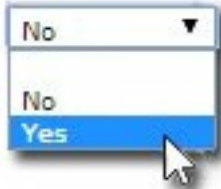
The term you select will be displayed.

Fully online courses will automatically have "Yes" displayed

under 



If you choose to use Blackboard with a lecture course, select "Yes" from the drop down menu, each term. Find the course and section. Choose the drop-down menu under "Blackboard" to select "Yes."



SOAR instigates the creation of Blackboard courses 90 days prior to the beginning of the semester.

When "Yes" is selected within that 90 days time period prior to the beginning of the semester; your Blackboard course will be created within 24 hours