

# DISCOVER YOUR FUTURE SELF

Blackboard learn: accessing  
learning and assignments from  
home.



[www.blc.ac.uk](http://www.blc.ac.uk)  
0800 074 0099



Shortlisted  
Outstanding GCSE resits provision



# Working from home...

- ✿ In the event of a full or partial closure of Buxton and Leek College, or disruption to scheduled classes, we expect you to continue to work towards your qualifications by accessing assigned work through Blackboard Learn.
- ✿ Today we will recap how to access 'Blackboard Learn' and the Library Resources through 'Discover'.

BUXTON & LEEK  
COLLEGE



UNIVERSITY OF  
DERBY

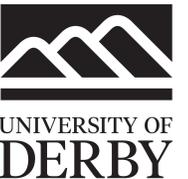
For more information visit [www.blc.co.uk](http://www.blc.co.uk) or call 0800 074 0099

Connect with Buxton & Leek College on     



# Follow these steps to access blackboard learn...

- 1) Access <https://www.blc.ac.uk/>
- 2) Click on Current Students.
- 3) Select UDO (University of Derby Online).
- 4) Log in with your student ID number.
- 5) Click on Course Resources.
- 6) Click on FE.
- 7) Click on the qualification you are enrolled on.
- 8) Click on study resources.

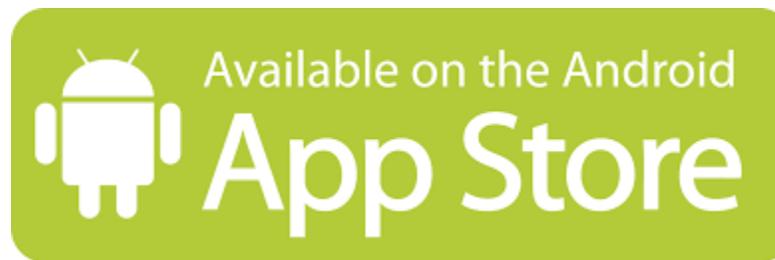


For more information visit [www.blc.co.uk](http://www.blc.co.uk) or call 0800 074 0099

Connect with Buxton & Leek College on     



# Download



BUXTON & LEEK COLLEGE



UNIVERSITY OF DERBY

For more information visit [www.blc.co.uk](http://www.blc.co.uk) or call 0800 074 0099

Connect with Buxton & Leek College on



SCHOOL LEAVERS

APPRENTICESHIPS

ADULTS

UNIVERSITY LEVEL

EMPLOYERS

AP...

# CURRENT STUDENTS



Click on UDO and log in using your student number and password.

BUXTON & LEEK COLLEGE



Go to:  
<https://www.blc.ac.uk/current-students/>



UNIVERSITY OF DERBY



For more information visit [www.blc.co.uk](http://www.blc.co.uk) or call 0800 074 0099

Connect with Buxton & Leek College on     

The screenshot shows the University of Derby website home page. The navigation bar includes the University of Derby logo and a search icon. The main content area is a grid of service tiles. The 'STAFF DIRECTORY' tile is highlighted with a red border. A blue callout box at the bottom left contains the text 'Click on 'Course Resources''.



Click on 'Course Resources'

For more information visit [www.blc.co.uk](http://www.blc.co.uk) or call 0800 074 0099  
 Connect with Buxton & Leek College on     



The screenshot shows a web browser window with the URL [courseresources.derby.ac.uk/webapps/portal/execute/tabs/tabAction?tabId=\\_113964\\_1&tab\\_group\\_id=\\_378\\_1](https://courseresources.derby.ac.uk/webapps/portal/execute/tabs/tabAction?tabId=_113964_1&tab_group_id=_378_1). The page header includes the University of Derby logo and navigation links: Home, Search, Staff, Content, Help, Accessibility. The user is logged in as Jack Dendy. Below the header, there are tabs for Home, HE, UDOL, FE, Archive, and Software. The main content area is divided into two columns:

- Courses 2019/20**

2019/20 FE Courses you are teaching:

  - 2019-FE-Enrich: Enrichment
  - 2019-FE-Tutorial: Tutorial
  - 2019-FE-WorkX: Work Experience
- Courses 2018/19**

2017/18 FE Courses you are teaching:

  - 2018-FE-Enrich: Enrichment
  - 2018-FE-Tutorial: Tutorial
  - 2018-FE-WorkX: Work Experience

 The qualifications you are enrolled on should appear under the FE tab.



For more information visit [www.blc.co.uk](http://www.blc.co.uk) or call 0800 074 0099  
 Connect with Buxton & Leek College on     





For more information visit [www.blc.co.uk](http://www.blc.co.uk) or call 0800 074 0099  
 Connect with Buxton & Leek College on     



# Accessing your college email account

- ✦ It is very important that we can keep in close contact with you during any closure or disruption to classes.
- ✦ You will need to use your college email account called 'Unimail' and not your personal account due to GDPR and data protection law.



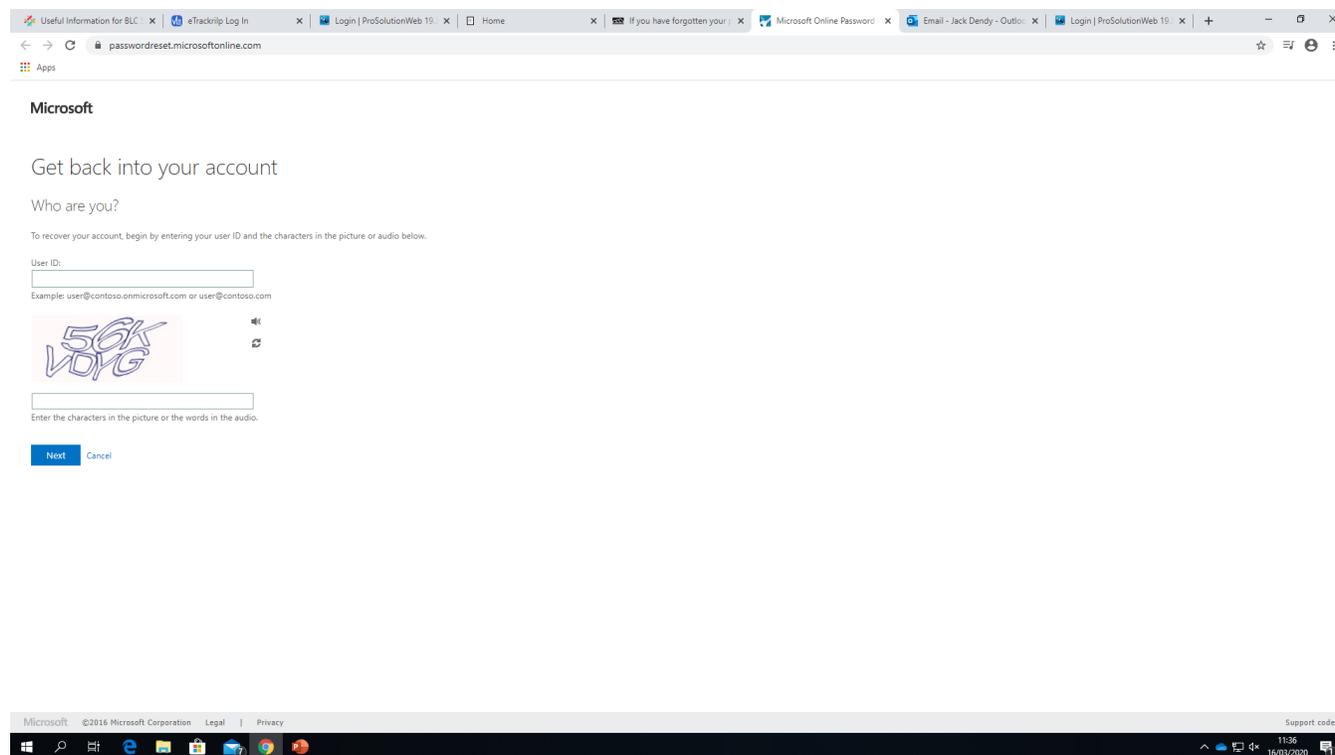
The screenshot shows the Buxton & Leek College website. At the top, there is a navigation bar with the college logo, social media icons, and a search bar. Below this is a menu with categories: SCHOOL LEAVERS, APPRENTICESHIPS, ADULTS, UNIVERSITY LEVEL, EMPLOYERS, ABOUT BLC, and APPLY NOW. The main content area is titled 'CURRENT STUDENTS' and features a grid of circular icons for various services: EMAIL (highlighted with a blue arrow), ETRACKR, BKS, UDO, STUDENT BOOK, STUDENT SUPPORT, and UNIVERSITY LEVEL HANDBOOK. A blue callout box with an arrow pointing to the 'EMAIL' icon contains the text: '\*Current students', '\*Email', and '\*Sign in using your student ID and password'. The bottom of the screenshot shows a Windows taskbar with the time 11:08 and date 16/03/2020.



For more information visit [www.blc.co.uk](http://www.blc.co.uk) or call 0800 074 0099  
 Connect with Buxton & Leek College on     

# Please follow this guidance to reset your password

<https://itservicecentre.derby.ac.uk/hc/en-us/articles/360001493680-If-you-have-forgotten-your-password-Student->



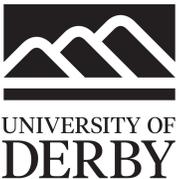
For more information visit [www.blc.co.uk](http://www.blc.co.uk) or call 0800 074 0099

Connect with Buxton & Leek College on     



# Take these steps to reset your password

- ✦ Instructions
- ✦ 1. Enter your student number followed by **@unimail.derby.ac.uk**
- ✦ 2. Enter the characters in the picture;
- ✦ 3. Click **Next**;
- ✦ 4. Ensure that I've forgotten my password is selected and click Next;
- ✦ 5. Choose your preferred communication method so a code can be sent for verification;
- ✦ 6. Retrieve the verification code from either your email, text, or phone call and enter this into the text box on screen;
- ✦ 7. Enter a new password.



For more information visit [www.blc.co.uk](http://www.blc.co.uk) or call 0800 074 0099

Connect with Buxton & Leek College on     



# Choosing a good password

✚ The password **must** contain:

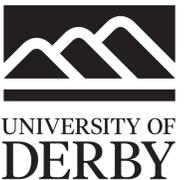
- Uppercase letters
- Lowercase letters
- A number (from 0 to 9)
- At least 8 characters

✚ The password **must not** contain:

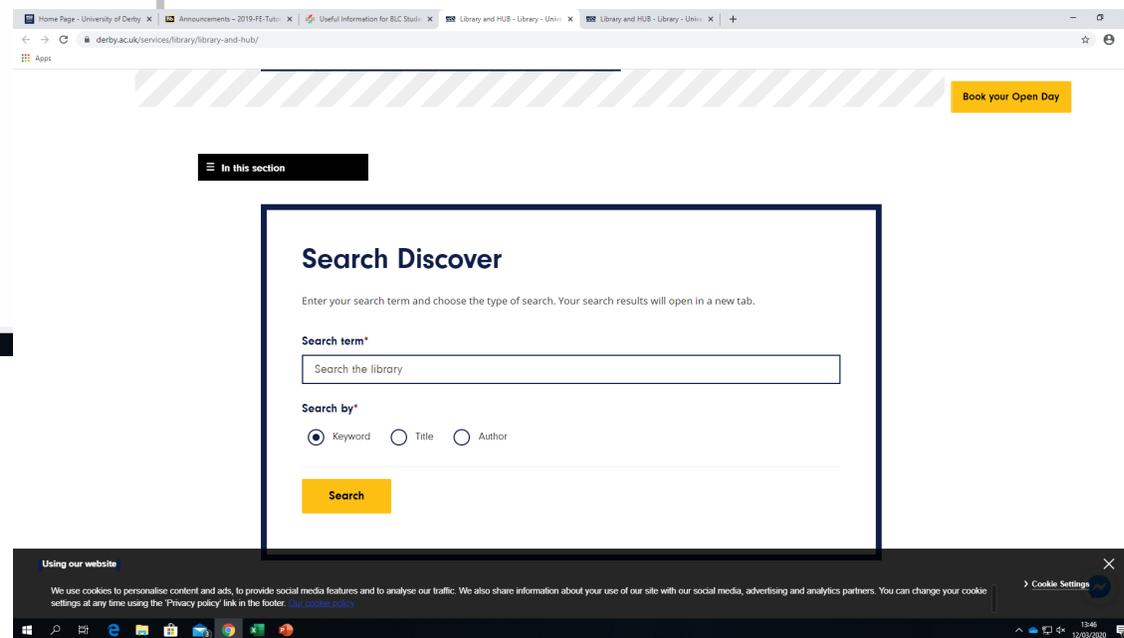
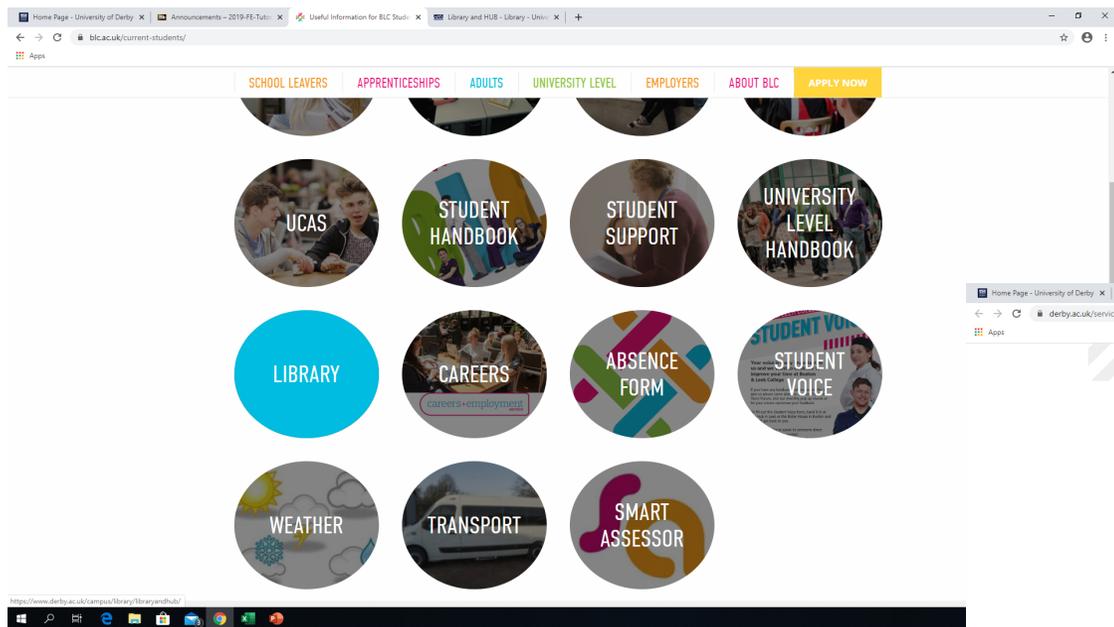
- Your name
- Your username
- A password you have previously used in the system

For more information visit [www.blc.co.uk](http://www.blc.co.uk) or call 0800 074 0099

Connect with Buxton & Leek College on     



# Access the library online resources...



Search for a key word or phrase.  
Filter the results.  
Make use of the eBooks and e-Resources.

For more information visit [www.blc.co.uk](http://www.blc.co.uk) or call 0800 074 0099

Connect with Buxton & Leek College on     



UNIVERSITY OF DERBY



# Submission

✚ Check with your tutor about how they would like their assignment to be submitted. Ensure you organise your time to meet the deadlines.

✚ Email



BUXTON & LEEK  
COLLEGE



UNIVERSITY OF  
DERBY

For more information visit [www.blc.co.uk](http://www.blc.co.uk) or call 0800 074 0099

Connect with Buxton & Leek College on     

