**BrightSpace: What's There + How to Find It**

1. **Log into BrightSpace** (using your Bard email and password):
   https://bardcollege.brightspace.com/
   *\*\*If you are unable to log into BrightSpace, please check your browser to make sure that you are logged into Google/Chrome using your Bard email (not a personal account).*

2. **Click "Something Old, Something New (S21)** once you've logged in (you'll see a list of the different courses you are enrolled in, pick our course).

3. **Here's what our course "home" page looks like:**



**Modules:** The first "module" (Welcome & FAQs) is where you can find the complete syllabus as well as additional documents intended to support your success in the course (i.e. technology tips, specific assignments, etc.).

**Announcements:** This is where you will find any messages or reminders we send to the group.

**Calendar:** List (by date) of upcoming readings and assignments. Each class meeting is also listed with the accompanying Zoom link.

4. **Weekly Modules**
   a. Each week has its own "module," labelled by week # with the class meeting dates in parentheses.

b. Within the modules you will find sub-modules for each individual class session. **Class sessions** include the following:

    i.    **To do list** for the day (this is formatted as a checklist, as you complete a task, you'll check it off). If you do not complete all of the items on the checklist of any given class, BrightSpace will indicate that you are missing work.

    ii.    **Readings:** All readings are available as either links or pdf files. Most texts are shared in both forms.

    iii.    **Assignments:** Poetry prompts for workshop days appear on the date they are due. You can also access all writing assignments under "Welcome + FAQs."

    iv.    **Discussion Forums:** You will submit drafts of poems to be workshopped using the Discussion Forum listed for that day.
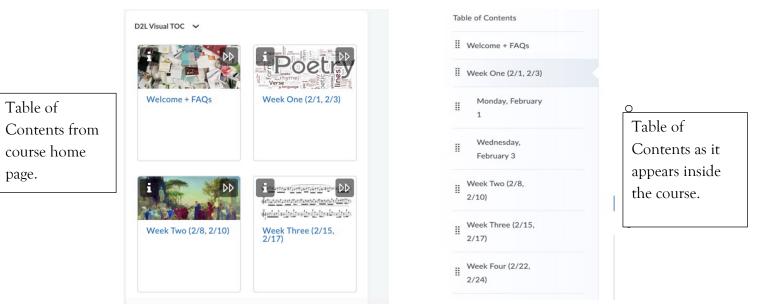
**To Do/Checklist**

## To Do for Wednesday, February 10 ⌄

0 % 0 of 5 items complete

### Reading Due

| | |
|---|---|
| ☐ Dylan Thomas, "In My Craft, or Sullen Art" | Due Feb 10, 2021 8:30 AM |
| ☐ Jericho Brown, "Duplex" | Due Feb 10, 2021 8:30 AM |
| ☐ Perl and Schwartz, "Workshopping a Draft" | Due Feb 10, 2021 8:30 AM |

### Workshop: Writing Due

| | |
|---|---|
| ☐ Ars Poetica (Poem Draft) | Due Feb 10, 2021 8:30 AM |
| ☐ Ars Poetica (Process Note) | Due Feb 10, 2021 8:30 AM |

**Other Tips:**

- **Course Navigation:** All course materials are accessible in multiple ways.
  - **Visual Table of Contents** (left column on screen): This is the easiest way to access any of the course materials. It is organized by week and date. All readings and assignments are listed under the day that they are due.

Table of Contents from course home page.

Table of Contents as it appears inside the course.

- o **Navigation Bar** (at the top of the page):



- ▪ The different items on the navigation bar (Content, Assignments, Discussions, etc.) are self-explanatory. For example, to find the Zoom link for the weekly meetings, click on **"Zoom."**
- ▪ To gauge how you are doing in the course and if you are missing any assignments, click on **"Class Progress."**
- ▪ **All assignments will appear under "Discussions."** Do not be worried that the "Assignments" screen is empty.

- **BrightSpace Help:** BrightSpace has an excellent range of helpful resources and tutorials.
  - o **BrightSpace Tutorials**: [YouTube page](#)
  - o [**Documentation for Learners**](#)