

Creating a Blackboard Account, Enrolling onto, and Accessing Courses

For Yorkshire & Humber Dentists in Training.



Creating a Blackboard Account, Enrolling onto, and Accessing Courses

Blackboard is a Virtual Learning Environment that is used in NHSE to deliver training and give access to learning materials. Blackboard is made up of 3 parts:

Blackboard Learn this is the main area of Blackboard where your account is hosted, and your information is stored.

HELP is the self-enrolment portal that is linked to the HEEYH Blackboard Learn Platform. This is where you can self-enrol onto courses and access certificates after the course has been completed.

Collaborate is the virtual meeting platform used within courses on Blackboard.

This guide will teach you how to:

1. How to create an account
2. How to enrol onto courses
3. How to access courses that you are enrolled onto

Creating your account

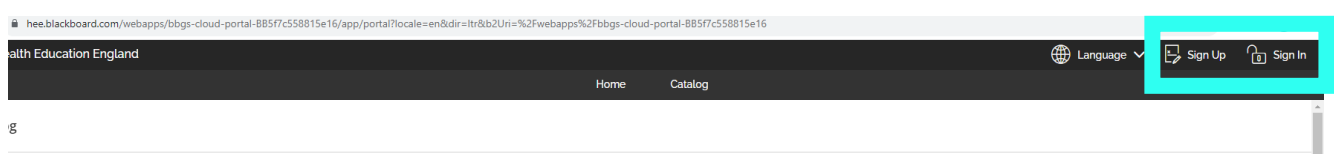
To start using Blackboard for your training, you will first need to have an account.

HELP is the self-enrolment portal that is integrated with the HEEYH Blackboard Platform. The link for HELP is below:

HEE YH Education and Learning Portal (HELP)

If you already have an account on Blackboard Learn, you do not need to create a new account on HELP, as your login details for Blackboard Learn and the HELP platform are the same.


Once you have loaded the HELP page, you will have the option to log in or sign up at the top right hand side of the screen as in the screen snip below:



Please note that when creating a password, it needs to be at least 12 characters long, be alphanumeric, with at least one capital, and contain a special character. For example, 'Welcome2022!' would work.

Also, when creating an account, date of birth is not a mandatory field and as such this has been disabled.

Your School should be '**School of Dental**' and Grade should be e.g. if you are a DFT Trainee '**DFT – Dental**'.



Create Account - Additional Information

Your ID was validated successfully. Please enter the remaining information requested below.

Personal Information

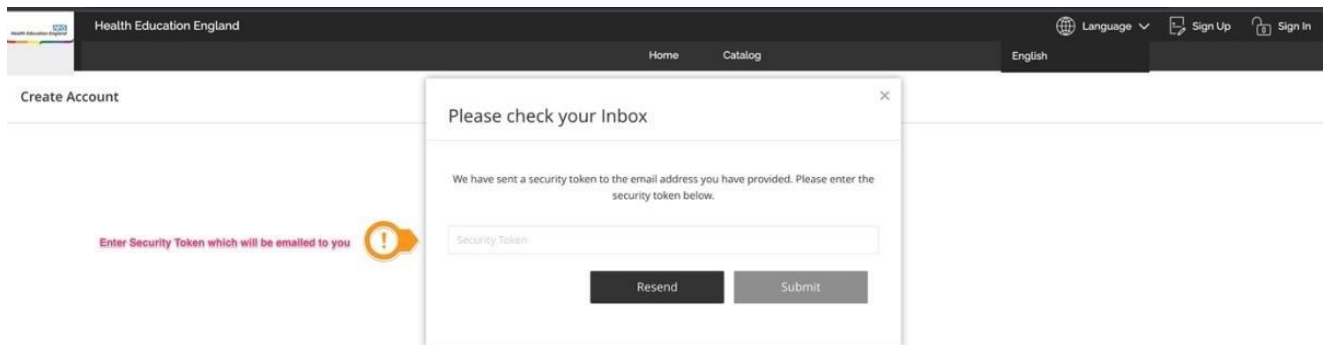
Trust or Organisation Information

Trust or Organisation Name *

HEE Yorkshire and Humber

Create Account

For Trust or Organisation Name please select '**HEE Yorkshire and Humber**',



Health Education England

Home Catalog English

Language Sign Up Sign In

Create Account

Please check your Inbox

We have sent a security token to the email address you have provided. Please enter the security token below.

Security Token

Resend Submit

Enter Security Token which will be emailed to you

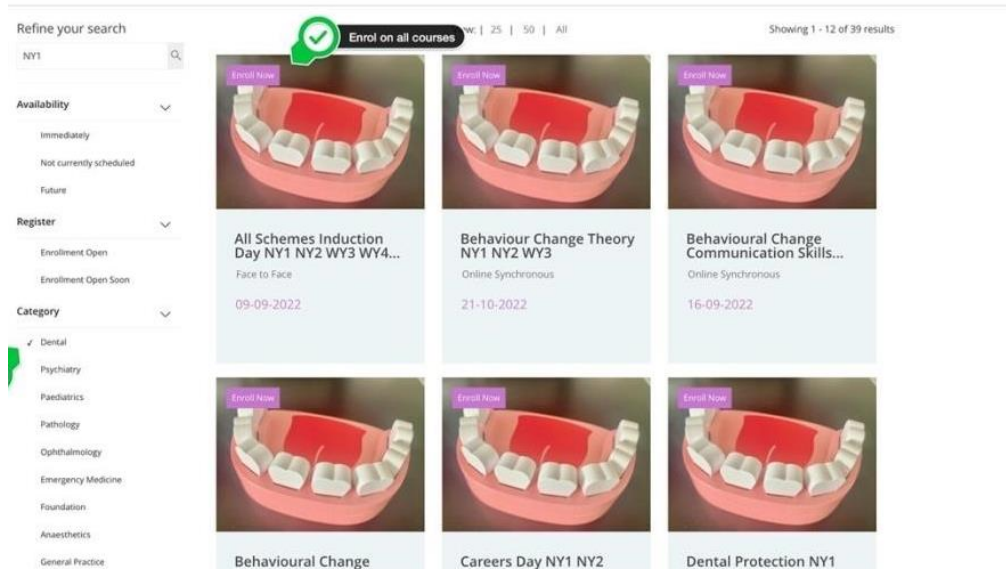
Blackboard will send a Security token to the email address used to sign-up with, please enter this token to sign-up for Blackboard,

Enrolling onto a course

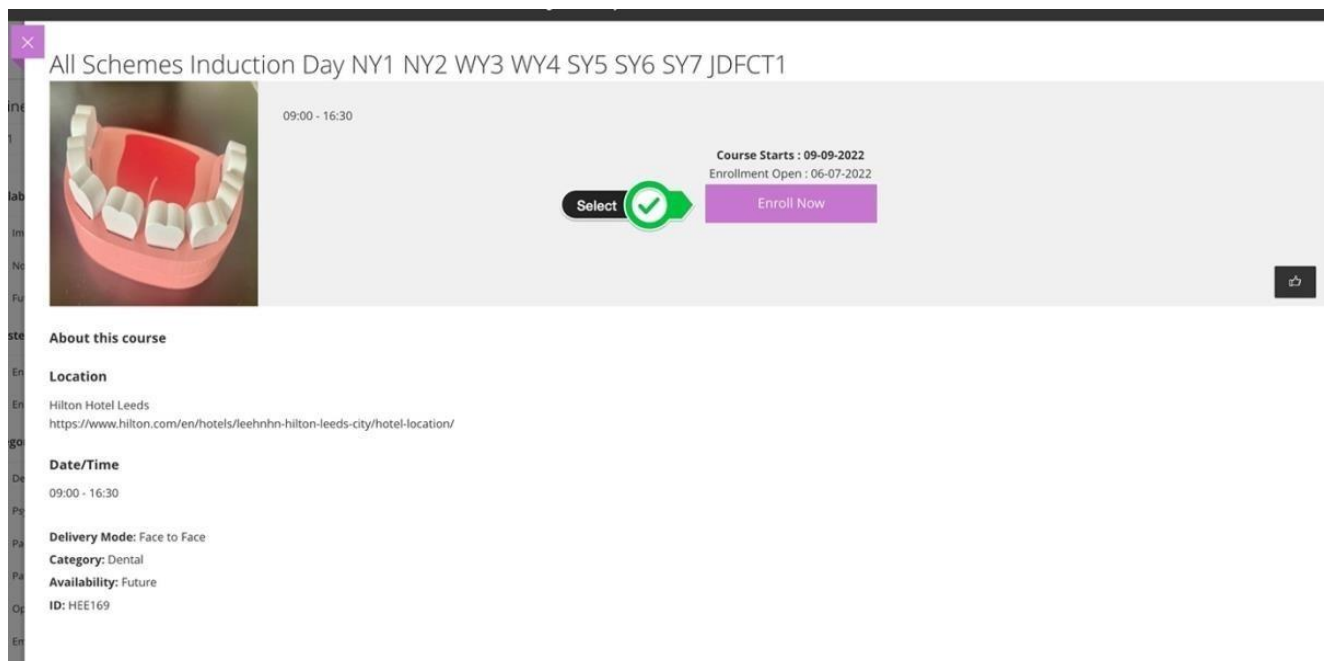
Once you are logged into HELP, you can use the Catalogue to find the courses that you want to enrol into by filtering the available courses by Dental in the left-hand menu on the catalogue page, or by starting to type a course name/date into the search box.

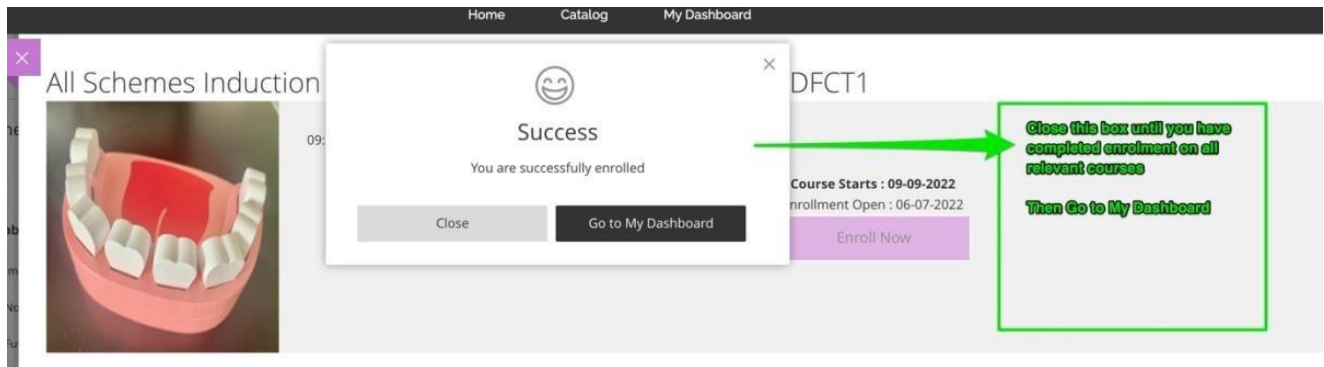
To search for our courses easily each course title follows the same structure. This is **Training Scheme/Course Title/Course Date**. For example, 'DFT All Scheme Induction 15SEP23'. See screen snip below.

****Please note: Some screenshots used from 2022-23 courses****



If a course is available for booking, you will be able to click on the 'Enrol Now' button within the course once you have clicked into it from the catalogue.





Please note: All trainees should enrol onto their BlackBoard courses **before the course start date**. If you do not, it may not be possible for you to attend the course and acquire its CPD Certificate. Attendance at all study days is **mandatory**.

Accessing your courses

Once enrolled into a course, this will now start showing in your 'My Dashboard' area on HELP, either in the Current section if the course is immediately available, or in the Upcoming section if the start date has yet to arrive.

Once you have found the course that you want to access, if it is available within the Current courses section, you will have the option to Continue Course.



Clicking this will take you to the Blackboard Learn Course page, where you will be able to find the Course Content and Class Collaborate links. Under the Course Content will be where you locate your Course Feedback.

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CO024_OF009_OnlineSynchronous_2220221011

HEE Blackboard 101 Resource Hub

Content Calendar Announcements Discussions Gradebook Messages Analytics Groups

Course Staff

Jordan Kipling
PROGRAMME SUPPORT

Show more

Details & Actions

- Class register
[View everyone on your course](#)
- Progress Tracking
[Turn off](#)
- Course Image
[Edit display settings](#)
- Course is open
- Class Collaborate**
[Join session](#)
- Books & Tools
[View course & institution tools](#)
- Question Banks
[Manage banks](#)

Add course schedule

Course Content

and running Collaborate sessions
Visible to students -

Using and accessing medical education for participants
Visible to students -

HEE Leadership for Clinicians poster.pdf
Visible to students -

Code of Conduct for Remote Teaching and Learning.pdf
Visible to students -

Workplace Wellbeing information
Visible to students -

Newsletters
Visible to students -

Using the tools within Collaborate to encourage engagement and interaction
Visible to students -
Have you used any of the available tools within Collaborate (the whiteboard, polling, breakout rooms) to increase engagement during session which has used any of these tools, what are your thoughts? ...

Final points

If you have any Blackboard related queries, please contact england.dentalsupport.yh@nhs.net.

To enrol onto future courses, you should sign into: [HEE YH Education and Learning Portal \(HELP\)](#)

To access course and your dashboard you should sign into: <https://hee.blackboard.com/ultra/stream>