Online Course Tour – Grand Rapids Community College

What does an online course at GRCC look like? Here is an example course that includes many of the most common tools that are used by the majority of faculty.

1. **Announcements Area**

This is the first page a student sees after entering a course. Instructors will typically post important messages like grades, assignments, and due dates for their students using the announcements tool.

2. **Course Information Area (Syllabus)**

Instructors use this area to post general course information. This area in an online course usually contains important information like the syllabus, faculty contact information, etc. Faculty may sometimes rename the Course Information area to “Syllabus” or simply “Information”.
3. **Content Areas (Assignments)**

An online class at GRCC is usually broken up into smaller sections to make it easier for the students. This class is broken up into weekly sections or folders. Instructors may call this area “Assignments” or “Course Documents” or they may use other labels.
4. Content Area Folders

Within the “Assignments” or “Course Documents” area, most faculty have content that is broken down by each week. These folders have a variety of assessments and learning activities like assignments, videos, PowerPoint, notes, quizzes and tests.
5. **Discussion Board**

This area of blackboard is useful for students to communicate with each other and the instructor. Instructors usually post questions and require students to respond and hold discussions. Most online courses at GRCC have weekly posting requirements. The most common is that students are required to post 3 times per week to receive full participation points.
6. Tests & Quizzes

Some online courses conduct tests and quizzes online. These are typically automatically scored so you get your feedback instantly. When taking an online test, it's best to start and finish the test during a single block of time.
7. Grades

The grades area is where students can look at their current grade in the class. If you have questions about your grades, it’s best to email your instructor.