Global Notification Settings

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1. First, open your preferred web browser.



Google Chrome or Firefox

2. Log in to Blackboard:





3. Press the tab with your name to open the system settings.



4. Find Global Notification Settings under System Settings

System Settings	
Language	System Default (English (United States))
Privacy Settings	Only instructors can view my profile information
Global Notification Settings	Stream notifications
	Email.notifications

Stream Notifications

5. You can configure which notifications appear in your Activity Stream.



This is the Activity Stream



6. Select the notifications you would like to receive. Press the drop-down arrow to open more options for each category.

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	Stream Noti	fications	
	You can configure activity stream	which notifications a	appear in your
	Student al	erts (5)	\checkmark
Sy	My grades	\checkmark	
0	New calen	dar event	
or	Blog activit	ty (3)	



6.

B) My Grades and Activity



C) New Calendar Event



D) Journal Activity



Email Notifications

7. You can configure notifications you receive via your university email.

A) Open Email Notifications on Global Notification Settings Box

anguage	System Default (English (United States))
Privacy Settings	Only instructors can view my profile information
Global Notification Settings	Stream notifications Email notifications
	Push notifications

B) or open in the notification settings popup box



8. Choose whether you would like to be emailed immediately or once a day. Then, choose which notifications you would like to receive through email.

Ema	Email Notifications	
○ E ● E	mail me right away mail me once a day	
Notif	y me by email about these activities Jew gradable items	
N	lew grades and feedback	
N	lew messages	
N	lew discussion messages	

Push Notifications (Blackboard App)

9. A) Open Push Notifications on the Global Notification Settings Box

Language	System Default (English (United States))
Privacy Settings	Only instructors can view my profile information
Global Notification Settings	Stream notifications
	Email notifications
	Push notifications

B) or open in the notification settings popup box



10. Choose the notifications you would like to receive.



A) <u>New and upcoming due dates</u>: This box lets you configure how many days in advance you get notifications for due dates.

New grades and feedback			
New and upcoming due dates			
	Also, remind me 1 day in advance <u>Edit reminders</u>		
	Ļ		
f	😁 Due Date Reminders 🛛 🗙		
Choose when you receive notifications. Your settings affect all notification types.			
Remind me of due dates in advance:			
	tenning me of due dates in advance.		

11. Press the "Save" button at the bottom to ensure all configurations are saved.

Cancel	Save
r more support	act the el earning Team
Email: elearni	ing@tamiu.edu

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For more support, contact the eLearning Team: Email: elearning@tamiu.edu Call: 956-326-2792 Visit: KLM 259, Monday to Friday, 8 AM to 6 PM