Student Guide to Getting Started with Chalk

Introduction

The Chalk e-Learning environment, which uses the Blackboard Academic Suite™ software, is designed to enhance the classroom and learning experience by giving the student access to class information, course materials, assignments, and even course grades. By encouraging communication and collaboration with the instructor and fellow students, this Web-based component complements the traditional classroom setting by allowing the educational process to be experienced online.

Over 2,000 courses and 10,000 students used Chalk during the last academic year, so chances are you will, too. If you are registered for a course that uses Chalk (*not all courses have a Chalk course site*), the information below will assist you in getting started.

Will all of the courses I am taking this quarter use Chalk?

No, not all courses have a Chalk course site. Your instructors will tell you if they have chosen to create a Chalk course site, if they have posted materials, and how they are using it. You can always check for yourself. Log in and see what is listed under the My UChicago or Chalk Tabs in the My Courses module.

My course is using Chalk but doesn't show up.

First, make sure that you are registered for the course. You should verify this with the instructor and/or the Office of the Registrar. The Chalk system receives automatic feeds from the Registrar four times a day. Depending on when you register, the course might not appear in your Chalk course list for up to 24 hours. Be patient. Continue to check to see when the course appears in your course list.

Keep in mind that your instructor can always add you manually and immediately to the course site if you contact them with your registration information.

How do I access my courses that are using Chalk?

- go to: **chalk.uchicago.edu.**
- log in, using your CNetID and CNet Password. (for help or questions go to: **cnet.uchicago.edu**.)

How long will I be able to access my course materials?

Courses that you have completed (from previous quarters) will remain active and listed under the My Courses module for at least the current academic year. This gives you the option of going back to review materials, check grades (if the instructor is using the gradebook feature), etc. However, instructors do have the option of making a course unavailable to student access at any time and e-Reserve materials are generally only available for the current quarter.

Need additional information?

For assistance with or more information on Chalk, please visit our website at **chalk.uchicago.edu**. Click on the Chalk Tab at the top of the page for answers to frequently asked questions, documentation, and tutorials that will help you get started. You can always contact us via email at: chalk@uchicago.edu.