

# How to Find Online Courses & Order Books & Supplemental Readings



To find the list of current online courses, Go to <http://health.usf.edu/publichealth/eta/courses.htm> and find a list of current semester course offerings.

To order books & supplemental readings, Click on the desired course and go to the **Course-at-a-Glance** page for specific details and order forms. The Books order forms will be sent to our official vendor Barnes & Noble. If you are near campus, the Health Science Bookstore may have them in stock. The Supplemental reading packets are prepared in the College of Public Health Copy Center on the second floor of the COPH building and mailed to Online Program students.

The **Course-at-a-Glance** page will also include:

- A brief description of the course
- Contact link to the Instructor

## Where to find your online courses each semester?

Courses will become visible in *Blackboard* on the first day of the semester. To access course material, you will need to activate your NetID account.

- <https://my.usf.edu>
- Click on "Sign up for your USF NetID account" in the upper left-hand corner.
- You will need to know your USF ID Card number. Your PIN is the last **five (5)** digits of your Social Security number.
- Once you have finished applying, you may log in and begin using Blackboard immediately. Click on "Courses" in the line of tabs going across the top of the page. If you have registered and you still do not see your courses, please contact your professor or the ETA Office at 813-974-6666.

For additional information and tutorials on using Blackboard, go to <http://www.acomp.usf.edu/feed.php?group=myusf&item=students>

## For problems accessing the course materials and other computer technical problems:

Within the course website in Blackboard there will be a button/link titled, 'Technical Assistance' or 'Tech Assistance'. Should you experience a technical problem (accessing course materials, audio/video, broken links, reset submission link for assignments):

- Select the button/link located on the bottom, left side of your course menu in Blackboard. A new window will open to the College of Public Health ETA Technology Assistance webpage. On the ETA Technology Assistance webpage, select the link to the "Technical Problem Report Form."
- Certain courses may also offer on-call technical assistance if the exam is limited to a specific day and time. For these specific exams, students will be given a special telephone number to call for technical assistance. Check your course website for details.