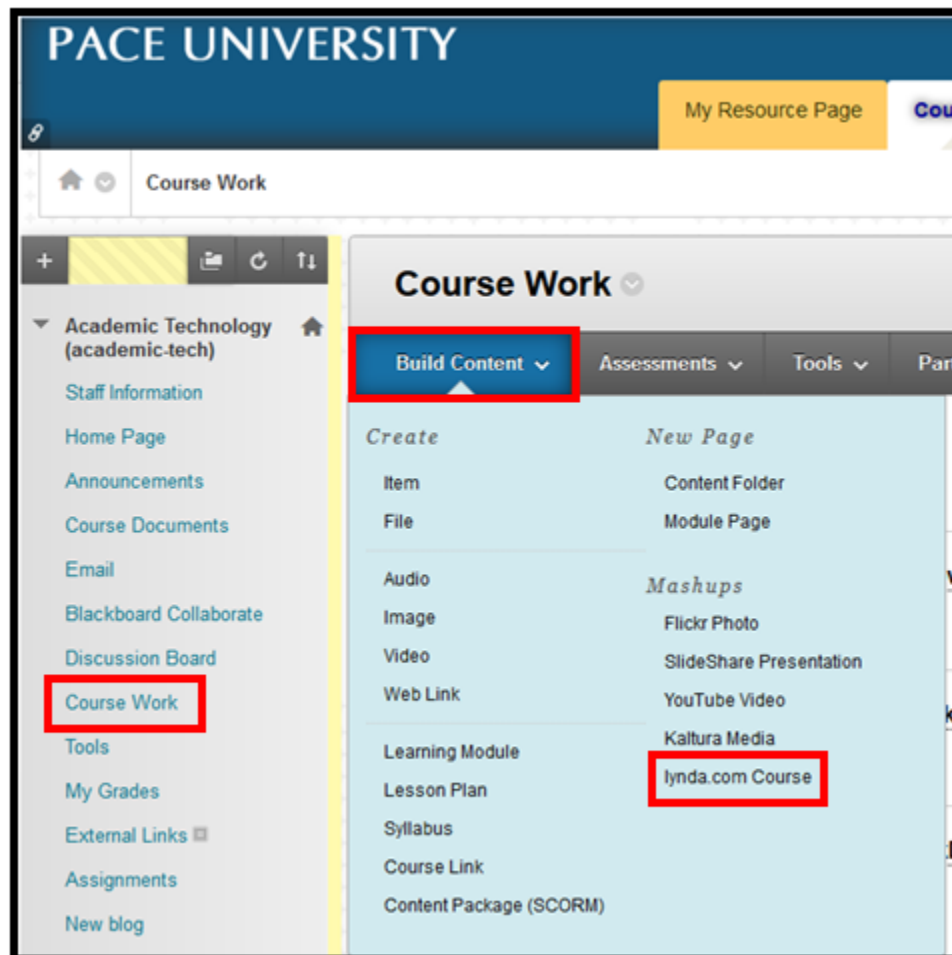


TUTORIAL

LYNDA.COM IN BLACKBOARD

Faculty can include Lynda.com video tutorials in a Blackboard course shell. This can be used to provide students with background knowledge on a subject of their choice.

1. **Log in** to Blackboard and choose the content area you want to display a playlist in. We suggest the one called “**Course Work**”. Click “**Build Content**” and choose “**Lynda.com Course**”.



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2. Search the Lynda.com library for a topic that you would like to incorporate.

The screenshot shows the Lynda.com search results for "Academic Technology". At the top, there is a search bar with the text "Search the lynda.com library" and a "Search" button. Below the search bar, the page is titled "Suggested for 'Academic Technology'". There are six course cards displayed in a grid:

- Ways to Record Lectures and Presentations**: A blue card with icons for video, audio, and online presentation.
- Foundations of Teaching with Technology**: A card with a woman in a purple shirt. Description: "Put the 'tech' into your teaching. Learn how to use technology to enhance course design, lesson planning, presentations, in-class activities, assessments, and student achievement and engagement."
- Nonprofit Fundamentals**: A card with a diagram showing a flow from "Lectures and research" to "Equipment and records" to "Evaluate and learn what works" to "Modify program and class". Description: "A primer on nonprofit management and leadership, including topics such as fundraising, talent recruiting and retention, governance, finance, and accounting."
- Deke's Techniques**: A card with a man's face. Description: "A collection of short Photoshop and Illustrator projects and creative effects from computer graphics guru Deke McClelland."
- Print Production Essentials: Folding**: A card with a woman in a purple shirt. Description: "The definitive course on creative folding for marketing, direct mail, and special events from the world's leading expert on folded formats."
- Real-World Design: Live Presentations from Creative Leaders**: A card with a man in a suit. Description: "Get a front-row seat to Art Center College of Design's lecture series, where top designers from around the country share lessons from the real world of design."
- Branding Fundamentals**: A card with a man in a suit. Description: "Get a framework for branding, and learn how to develop and launch a brand and measure its success."

On the right side of the page, there is a "Browse" section with a vertical list of icons and labels: 3D + Animation, Audio + Music, Business, CAD, Design, Developer, Education, Photography, Video, and Web.

3. Once you choose your first video tutorial to include, **click "Add"**.

The screenshot shows the Lynda.com search results for "accounting". At the top, there is a search bar with the text "accounting" and a "Search" button. Below the search bar, the page is titled "Your search 'accounting' returned 1754 results sorted by best match." There is a note: "These are the top 50 courses. If you can't find what you are looking for, please refine your search and try again."

Below the search results, there are three course cards:

- Accounting Fundamentals with Jim Stice**: A card with a man in a suit. Description: "Learn about external financial statements, internal managerial accounting reports, income tax systems and how they interact in business decision-making. Brothers and professors of accounting at Bingham Young University Jim and Kay Stice review the accounting equation, the three primary financial statements, how to use accounting to aid decision making, and how income taxes figure into business and personal decisions. They use real-world example data from Walmart and other business so you can see how numbers drive everything from wages and product costs to home budgets." Below the description is a red box with a white plus sign and the word "Add".
- Creating and Managing Your Google Account with Nick Brazzi**: A card with a man in a suit. Description: "Learn how to set up a Google account and adjust your settings to navigate around the web securely. Author Nick Brazzi shows how to link a Google account to Chrome and to an Android phone and tablet, manage account settings, and use two-step verification to improve security." Below the description is a red box with a white plus sign and the word "Add".
- MYOB AccountRight Essential Training with Elizabeth Haverfield**: A card with a woman in a purple shirt. Description: "MYOB AccountRight is an accounting and inventory solution designed specifically for small businesses. Learn everything you need to know about the features of AccountRight in this course, from navigating the Command Centre to invoicing customers and processing payments. Author Elizabeth Haverfield shows you how to add opening balances, create supplier and customer records, design a service form for invoices or purchase orders, process payments, pay bills, and back up your data." Below the description is a red box with a white plus sign and the word "Add".

On the right side of the page, there is a "What Is Accounting?" section with a purple background and white text:

- Quantitative:** numbers
- Financial:** money
- Useful:** practical, not theoretical
- Decisions:** use the past to change the future

TUTORIAL

4. Click "Save".

COURSE DETAILS


| | |
|---------------|---|
| Title | Accounting Fundamentals |
| Author Name | Jim Stice |
| Date Released | Jun 3, 2014 |
| Description | Learn about external financial statements, internal managerial accounting reports, income tax systems and how they interact in business decision-making. Brothers and professors of accounting at Brigham Young University Jim and Kay Stice review the accounting equation, the three primary financial statements, how to use accounting to aid decision making, and how income taxes figure into business and personal decisions. They use real-world example data from Walmart and other business so you can see how numbers drive everything from wages and product costs to home budgets. |

Click Save to update the course details with your changes and save the lynda.com course to Blackboard. Click Cancel to go back without saving your changes.

5. The video tutorial has been added to your course.

Course Work ▾

Build Content ▾ | Assessments ▾ | Tools ▾ | Partner Content ▾ | 1

 **Accounting Fundamentals**

Learn about bookkeeping, financial, managerial, and tax accounting and how they work together to help businesses make decisions.

What Is Accounting?

Quantitative: numbers

Financial: money

Useful: practical, not theoretical

Decisions: use the past to change the future

Please note that to view the video tutorial, students will need to sign in with their Pace credentials:


PACE
UNIVERSITY Pace University Login Page
Work toward greatness.

The web site described to the right has asked you to log in and you have chosen Pace University as your home institution. Please login with your Pace University credentials.

Username:

Password:

lynda.com



lynda.com is an online video library with thousands of courses, taught by recognized experts who are passionate, effective teachers. Learn new skills, find answers, and explore hobbies in 3D, design, video, audio, business, development, photography, and more.