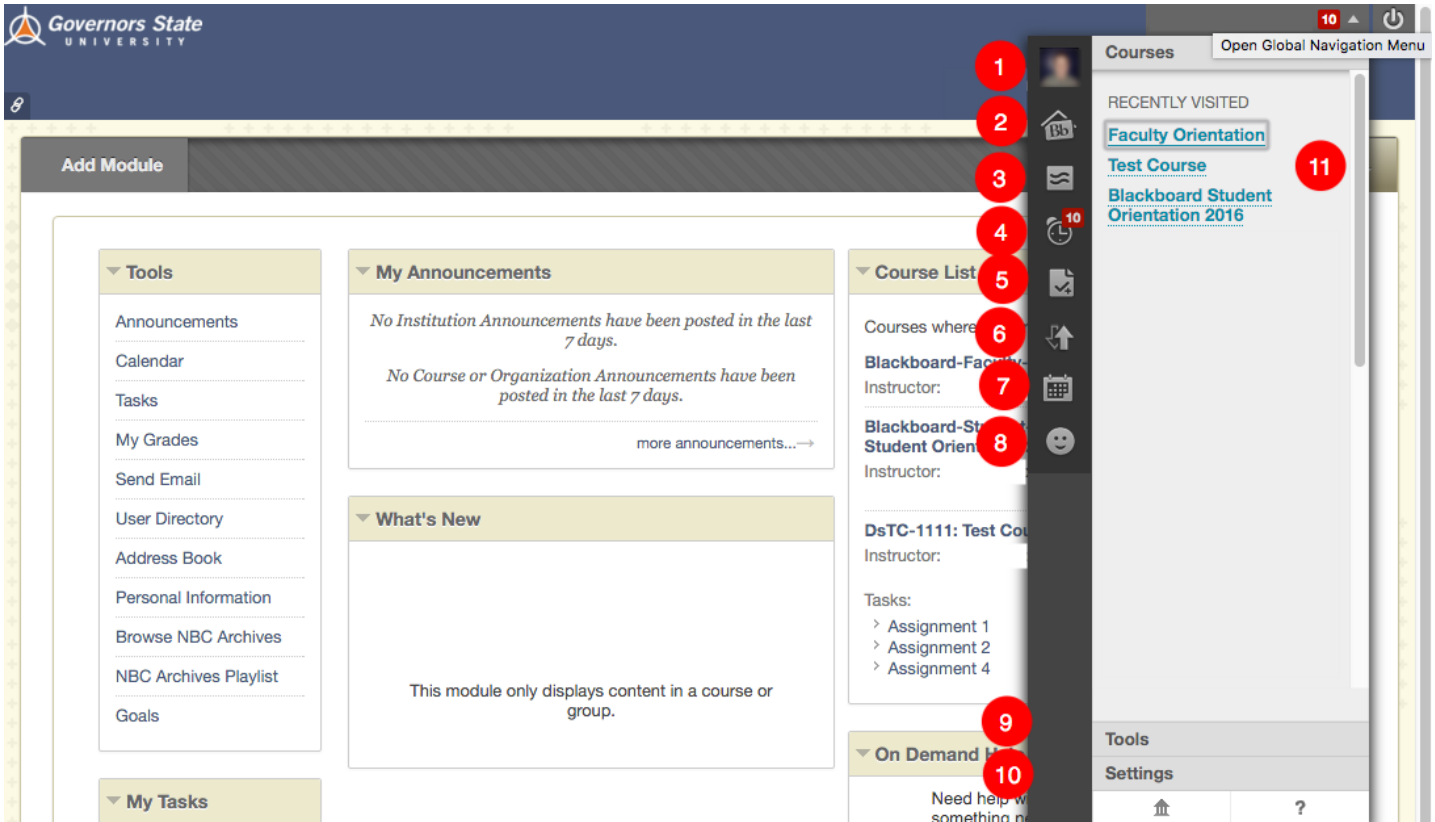# Global Navigation Menu

You can access the Global Navigation menu from inside any course or from the My Institution or Course tabs.

1. Edit My Blackboard Profile: Create a profile through a third party called MyEdu. This customizable profile keeps track of your major, degree, degree progress, etc. by using tiles. These tiles provide a way of expressing yourself to peers, faculty, and employers. This is also where you will add an avatar (displays picture in discussion board entries, wiki's, journals, etc.)

2. **Bb Home:** Gives you an overview of the items that are due and recently graded. Move your mouse pointer over **View** to reveal your grade. Bb Home displays the five most recent activities relevant to you.

3. **Posts:** Displays the posts made in the *last seven days* in the courses and organizations you are enrolled in and follow. For example, you can see when a classmate submits a blog post in your course.

4. **Updates:** Notifications for each enrolled course. This could be an overdue notification, an updated assignment, a test is now available, etc.

5. **MyGrades:** Review a list of notifications alerting you to important events and information. For example, you can see when an assignment has been graded.

6. **Retention Center:** Discover which students in your course are at risk. Customize rules to display students' engagement and participation and alerting you of potential risk.

7. **Calendar:** Review everything you have due and be reminded of when you need to complete it.

8. **People:** Find any institutional users profile, who has an account setup.

9. **Tools:** Access to tools such as address book, announcements, goals, tasks, etc.

10. **Settings:** Access to Personal Information (name change, language pack, privacy settings, etc.), Edit Notification Settings (change what to get notified about, such as assignments due, test overdue, discussion board thread needs grading, etc.), and Notifications Dashboard (brings you to the MyInstitution page).

11. **Recently Visited:** Will list courses you have recently visited. You may click to access that course.