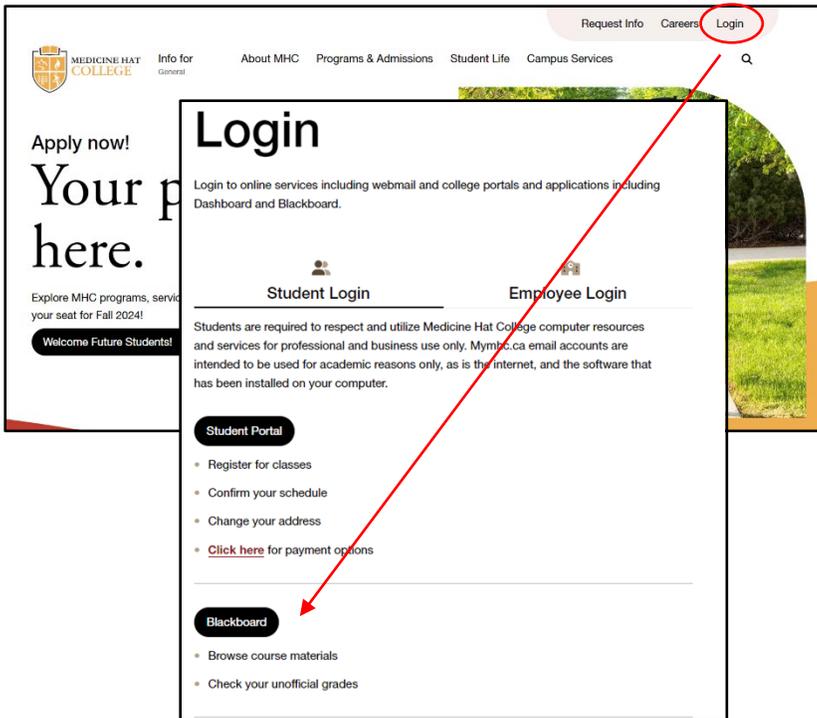


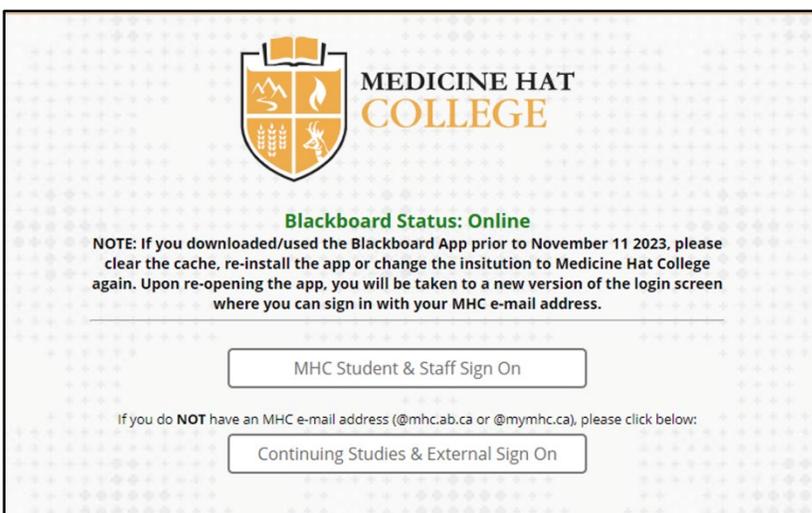
# Early Alert Module

The Early Alert module on Blackboard is a resource for students to help identify factors that could be limiting their success. This tool is available to all students on Blackboard. Please use this as a guide to fully explore the information available.



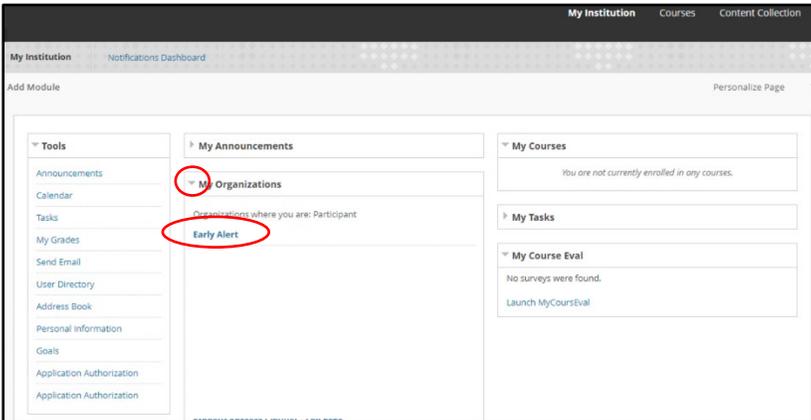
## Access Blackboard

- Access your Blackboard account from [www.mhc.ab.ca](http://www.mhc.ab.ca).



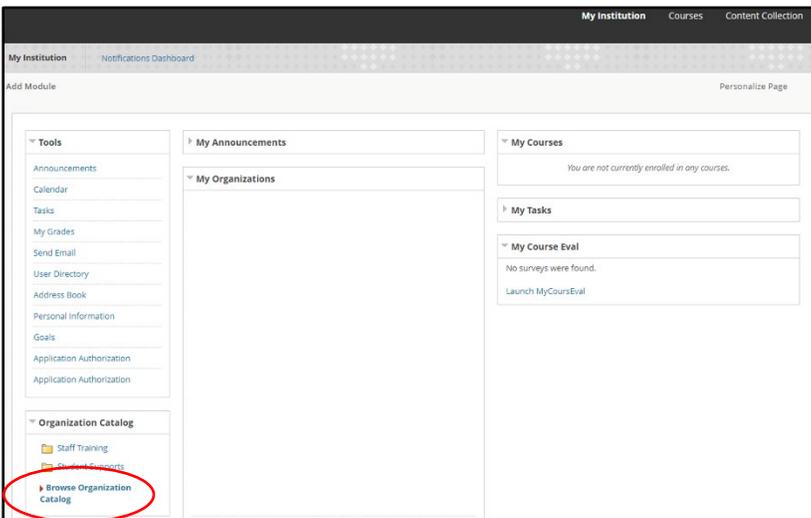
## Login

- Select MHC Student & Staff Sign On and enter your username and password then click "sign in".
- If you do not know your username or password click "Forgot my Password".



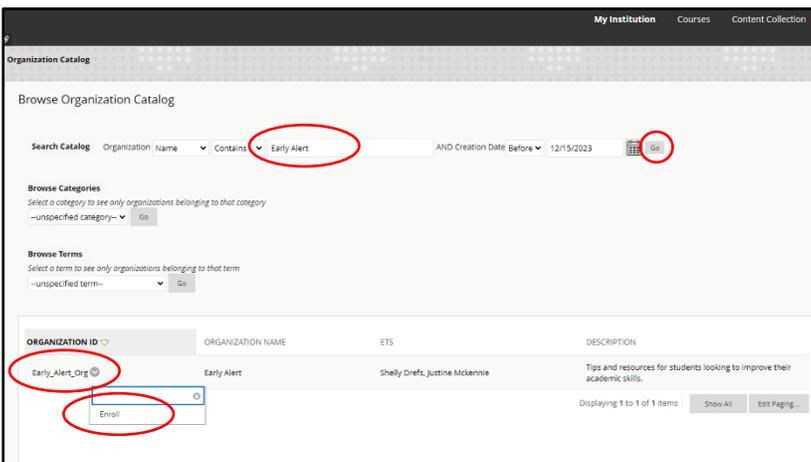
### Access Early Alert Module

- If you have received an Early Alert email you will automatically be enrolled in the Early Alert Module.
- Click on “Early Alert” under My Organizations. Click the › arrow beside “My Organizations” if nothing appears underneath the heading.
- **If you have not received an Early Alert email see next step to self-enroll.**



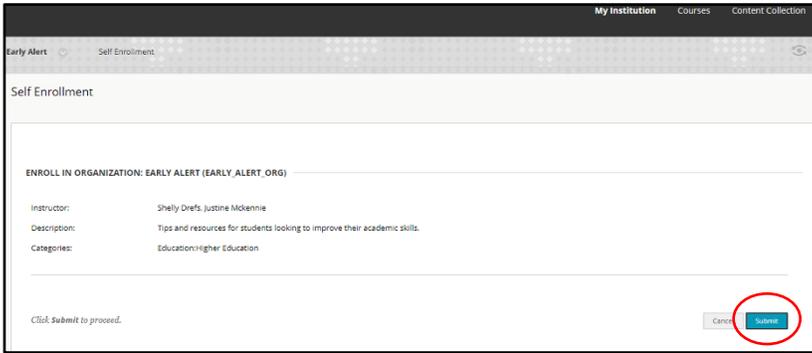
### Self-Enroll in Early Alert Module

- Any student can enroll in the Early Alert Module.
- To enroll click on “Browse Organization Catalog”.



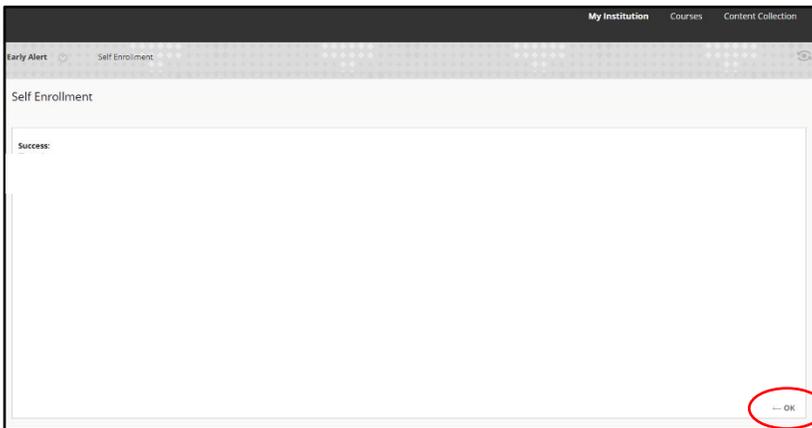
### Search for Early Alert Module

- In the Search Catalog field, type in “Early Alert”.
- Click “Go”.
- Early\_Alert\_Org should appear at the bottom of your screen.
- Click the ∨ arrow beside Early\_Alert\_Org and then click “Enroll” which appears in a blue box.



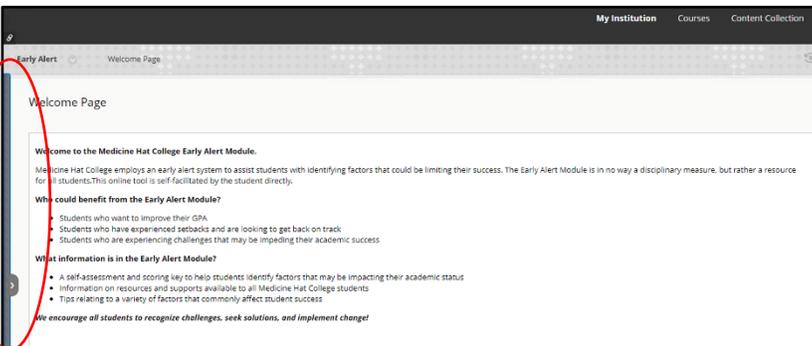
## Enroll in Early Alert Module

- Click “Submit” to proceed.



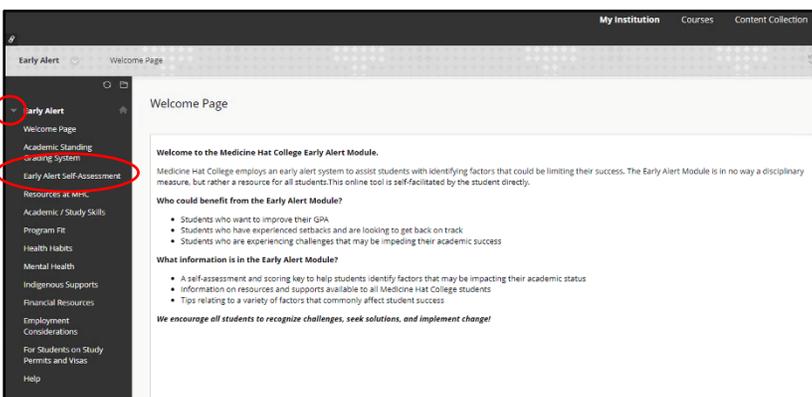
## Successfully Enrolled

- A screen will open stating you have successfully enrolled in the Early Alert module.
- Click “OK” and you will be directed to the Welcome Page.



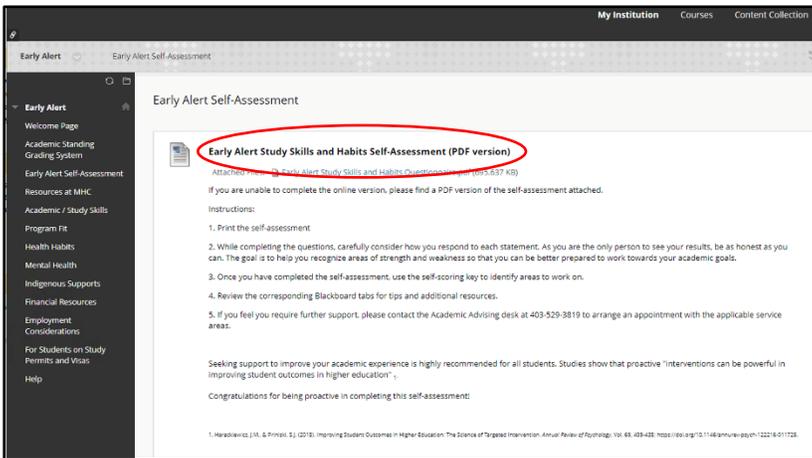
## Show Organization Menu

- You may need to hover your mouse over the blue bar on the left hand side of the screen and click the > arrow to access the Organization Menu.



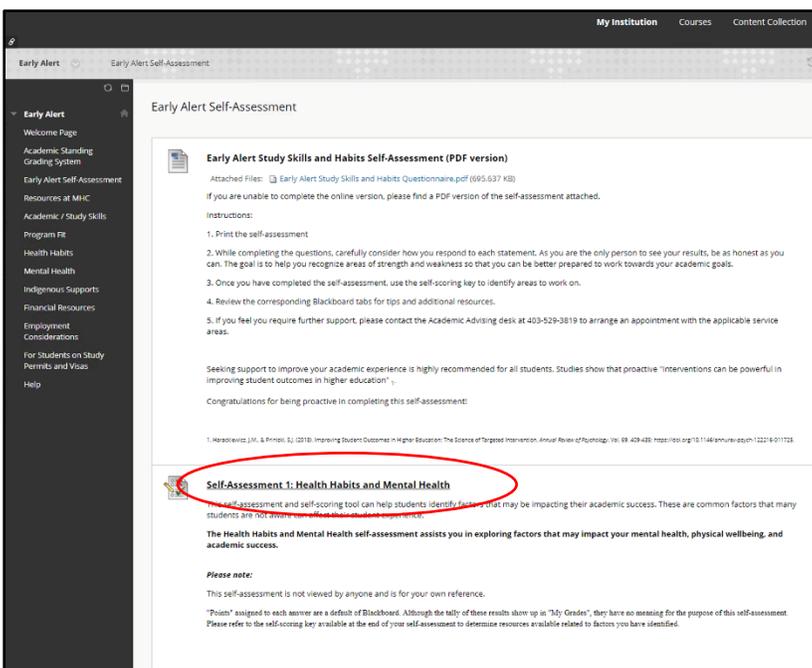
## Review Information

- Click on the > arrow beside “Early Alert” to see the tabs in this module.
- You may want to start with the Early Alert Self-Assessment. Click “Early Alert Self-Assessment” to begin.



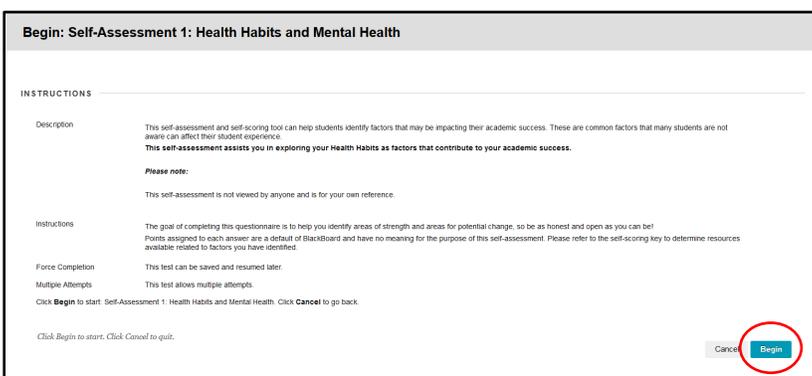
## Early Alert Self-Assessment

- The Early Alert Self-Assessment is a self-scoring tool to help you identify factors that may be impacting your academic success.
- You can download a PDF Version or complete the Self-Assessment in sections through Blackboard.



## Early Alert Self-Assessment

- The Early Alert Self-Assessment has five sections.
- Each section asks questions corresponding to a tab in the module.
- We recommend students answer questions in every section, except section 5 which is only for Visa Students on Study Permits.
- Click "Self-Assessment 1: Health Habits and Mental Health" to begin.



## Begin Self-Assessment

- Click "Begin" and you will be presented with a series of questions regarding your habits and skills.
- The points assigned to each answer are a default of Blackboard and have no purpose in this self-assessment.

## Receive Scoring Guide

- The last question provides the scoring instructions.
- Answer this question “true” and click “Save and Submit”
- Click “OK” and you will be able to review your answers.

**QUESTION 9** 10 points

**Scoring Instructions:**  
Items that you have marked with 4's and 5's in this assessment are your strengths - keep doing these things!  
Items marked with 1's and 2's are weak areas. Identify a few items and start work today towards a rating of 4 or 5. Gradually shift your focus to other areas needing improvement.  
For tips and supports related to improving overall Health, please review the Health Habits and Mental Health tabs in the menu to the left.  
Please note that any grade generated in "My Grades" from this self-assessment is a default of BlackBoard and can be disregarded. The results of this assessment are not viewed by anyone and is for your reference only.  
If you have answered all questions for Part A, select "True" to conclude this portion of the assessment.

True  
 False

Click Save and Submit to save and submit. Click Save All Answers to save all answers.

**Test Submitted: Self-Assessment 1: Health Habits and Mental Health**

Test saved and submitted.

**Student:** Kendra Kobley  
**Test:** Self-Assessment 1: Health Habits and Mental Health  
**Organization:** Early Alert (Early\_Alert\_Org)  
**Started:** 12/20/19 11:24 AM  
**Submitted:** 12/20/19 11:32 AM  
**Time Used:** 7 minutes

Click OK to review results.  
Friday, December 20, 2019 11:32:11 AM MST

## Review Answers

- Scroll through your answers.
- Items marked 4's and 5's are your strengths – keep doing these things!
- Items marked 1's and 2's are weak areas.
- Review the corresponding section tab for information on how to improve upon your weak areas.

My Institution Courses Content Collection

Early Alert Self-Assessment Review Test Submission: Self-Assessment 1: Health Habits and Mental Health

**Review Test Submission: Self-Assessment 1: Health Habits and Mental Health**

User	Kendra Kobley
Course	Early Alert
Test	Self-Assessment 1: Health Habits and Mental Health
Started	12/14/23 4:12 PM
Submitted	12/14/23 4:12 PM
Status	Completed
Attempt Score	18 out of 18 points
Time Elapsed	0 minute
Instructions	The goal of completing this questionnaire is to help you identify areas of strength and areas for potential change, so be as honest and open as you can be! Points assigned to each answer are a default of BlackBoard and have no meaning for the purpose of this self-assessment. Please refer to the self-scoring key to determine resources available related to factors you have identified.
Results Displayed	Submitted Answers: Feedback

**Question 1** 1 out of 1 points

I am physically active (exercise, sports, walking) for at least 150 minutes / week

Selected Answer: 1. Rarely or never like me

## Continue to Nest Section

- Click “Early Alert Self-Assessment” to continue with the other sections of the Self-Assessment.
- Click “Self-Assessment 2: Personal Management Skills” and repeat same procedure as above.

My Institution Courses Content Collection

Early Alert Welcome Page

**Welcome Page**

**Welcome to the Medicine Hat College Early Alert Module.**  
Medicine Hat College employs an early alert system to assist students with identifying factors that could be limiting their success. The Early Alert Module is in no way a disciplinary measure, but rather a resource for all students. This online tool is self-facilitated by the student directly.

**Who could benefit from the Early Alert Module?**

- Students who want to improve their GPA
- Students who have experienced setbacks and are looking to get back on track
- Students who are experiencing challenges that may be impeding their academic success

**What information is in the Early Alert Module?**

- A self-assessment and scoring key to help students identify factors that may be impacting their academic status
- Information on resources and supports available to all Medicine Hat College students
- Tips relating to a variety of factors that commonly affect student success

*We encourage all students to recognize challenges, seek solutions, and implement change!*