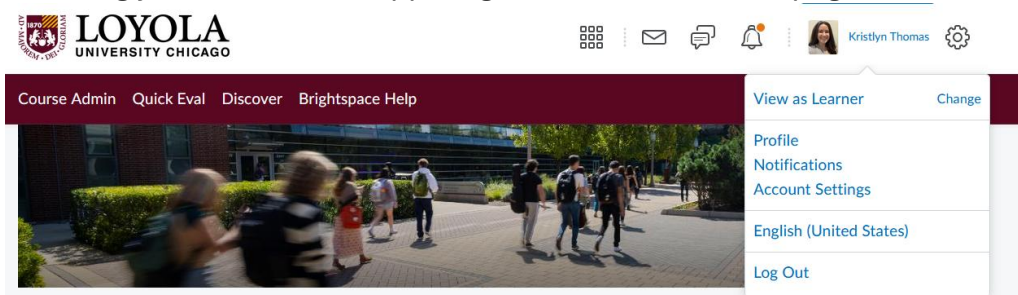


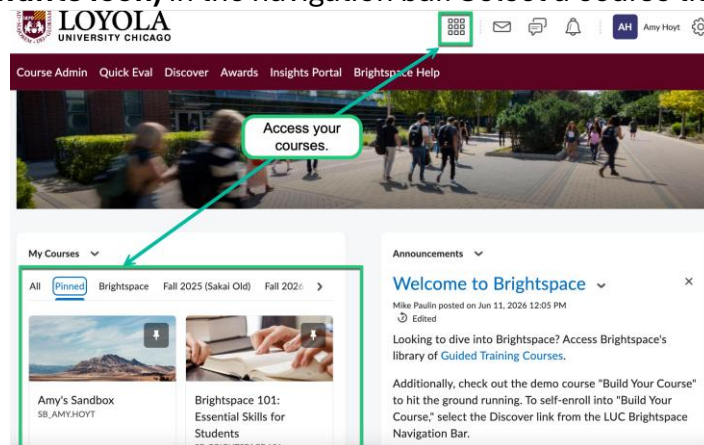
D2L Brightspace Quick Start Guide – Loyola University Chicago Instructors

Welcome to **D2L Brightspace**, Loyola's learning management system (LMS), where you'll create and manage course content, assignments, grades, announcements, discussions, quizzes, and more. When you log in for the first time, your Brightspace account is created, and you are assigned the **Instructor** role, which provides access to the tools and features needed to teach and manage your courses.

1. **Log In:** Navigate to Loyola's Brightspace portal – brightspace.luc.edu and sign in with your Loyola email and password.
2. **Update Personal Settings:** Update your user profile, notification settings, and account settings by selecting your name in the upper right-hand corner of the page.



3. **Access Courses:** Access your courses from the **My Courses** widget on the homepage or by selecting the **Course Selector (waffle icon)** in the navigation bar. Select a course title to enter the course.



4. **Course Setup:** Visit [Start the term](#) for basic steps you can follow to start the term. It provides information about how to set up and manage your courses.
5. **Support Resources:**
 - a. **Events and Training:** Visit the [D2L Brightspace Calendar](#) to review upcoming training opportunities.
 - b. **Individual Consultations:** You may request an individual consultation on designing a course in Brightspace through [ITS](#) or the [Center for Faculty Development](#).
 - c. **Technical Support:** For technical support, reach out to the [ITS Service Desk](#).
 - d. **D2L Brightspace Updates:** Check [LUC D2L Brightspace](#) for current updates and FAQs.
 - e. **Brightspace Community Documentation:** Review [Brightspace Community Documentation](#) for self-paced guides and videos.