



Mercy University at a Glance

Student Population

Mercy University serves approximately 8,000 students in both undergraduate and graduate programs.

Academic Programs

The university offers more than 100 academic programs across various fields and disciplines.

Campus Locations

Mercy University operates three campuses: Bronx, Dobbs Ferry, and Manhattan, serving a diverse student body.

Online Learning Presence

Most students participate in online courses, highlighting the university's strong digital education platform.



Digital Orientation Transition

Challenges of In-Person Orientation

Many students commute or study remotely, making in-person orientations impractical and inaccessible for the entire student body.

Transition to Blackboard Ultra

Mercy University upgraded from Blackboard Original to Ultra, and from EesySoft to Adopt necessitating a new approach to student orientation.

Digital Orientation Module Implementation

A digital orientation module was created using Anthology Adopt to ensure all students complete orientation before accessing their courses.

3340
ELIGIBLE VISITORS
(as of today)

Segment

Orientation-Fall 2025

Rules Summary

☞ Segment equals "202530"

⌘ insRoles contains 202530

OR

☞ Segment equals "202531"

⌘ insRoles contains 202531

OR

☞ Segment equals "202532"

⌘ insRoles contains 202532

OR

⌘ Visitor ID contains 1923004d-4949-4e3c-bf0c-f309aff9c84c_2483bdd11f774148b9ab746ae0dc6d

OR

⌘ Visitor ID contains 1923004d-491923004d-4949-4e3c-bf0c-f309aff9c84c_40def592436e42ed9fe77ff7a836e5b549-4e3c-bf0c-f309aff9c84c_2483bdd11f774148b9ab746ae0dc6da4

AND

⌘ Visitor ID not contained within list "exempt from orientation.csv"

AND

☞ Segment equals "Course Role Student"

⌘ courseRole contains S

Orientation Segmentation

- Students taking Ultra courses for the first time in Fall of 2025 should be receiving the orientation
- Created Institution Role for our 2025 Terms
- Excludes students who already worked in Ultra
- Include Mercy Online staff to test the message/orientation
- Used BB Data coding to get Visitor ID connection to usernames for exclusions list

Example: Ultra Orientation

We will run through what the orientation looks like and the process students go through before they can access their courses.

Blackboard Ultra Orientation

Welcome to your Blackboard Ultra Orientation. You will need to complete the following Blackboard Ultra Orientation before entering your courses. The orientation should take approximately 20-minutes to go through.

Next

Navigating Your Course Content Page


When you log into Blackboard Ultra, you'll land on the **Content Page**. Use the top menu for announcements, grades, and messages, and the right panel for course details and actions.

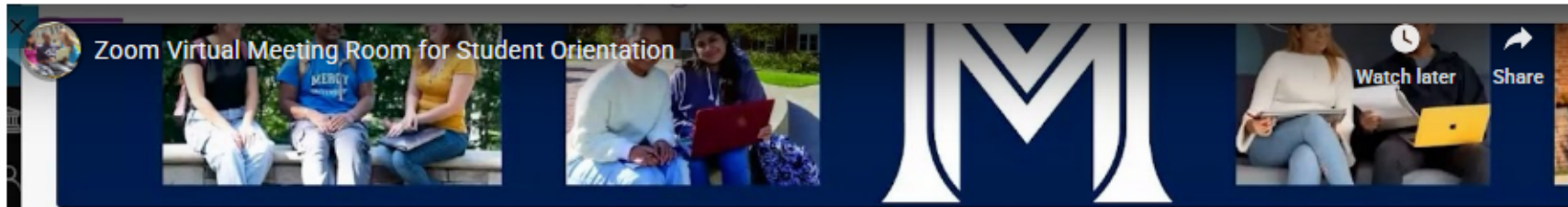
Watch the short video below to see the layout in action.

The screenshot shows the Blackboard Ultra interface for a course titled "Student Orientation". At the top, there is a navigation bar with the course name and a URL: `mercyguest.blackboard.com/ultra/courses/_110896_1/outline`. Below this is a secondary navigation bar with a red border containing the following menu items: **Content**, Calendar, Announcements, Discussions, Gradebook, Messages (1), Groups, and Achievements. A yellow hand icon points to the "Content" menu item. The main content area features a banner with three images: a group of three students sitting on a bench, a student using a laptop, and a large white "M" logo on a blue background. Below the banner, the "Course Content" section is visible, showing a "Zoom Virtual Meeting Room" with a "Watch on YouTube" button. At the bottom of the page, there are "Back" and "Next" navigation buttons.

Accessing the Zoom Virtual Meeting Room

At the top of the content page, you will find the Zoom Virtual Meeting Room. This is how you can enter your Zoom Meetings if your professor has set up the room.

 Watch the short video below to see how to enter the Zoom Meeting Room.



Course Content



Zoom Virtual Meeting Room



[Zoom Virtual Meeting Room](#)


Click here to access the Zoom meeting(s).



Start Here: Welcome and Course Overview

► This unit contains the following information: welcome message from your professor, required materials, syllabus, schedule, discussion board, policies and requirements, student support links, and a quiz. To progress through this unit you will need to read, review, and complete the instructions on each page. To view all of the pages in this unit click the down arrow.

[Start →](#)


Watch on  YouTube

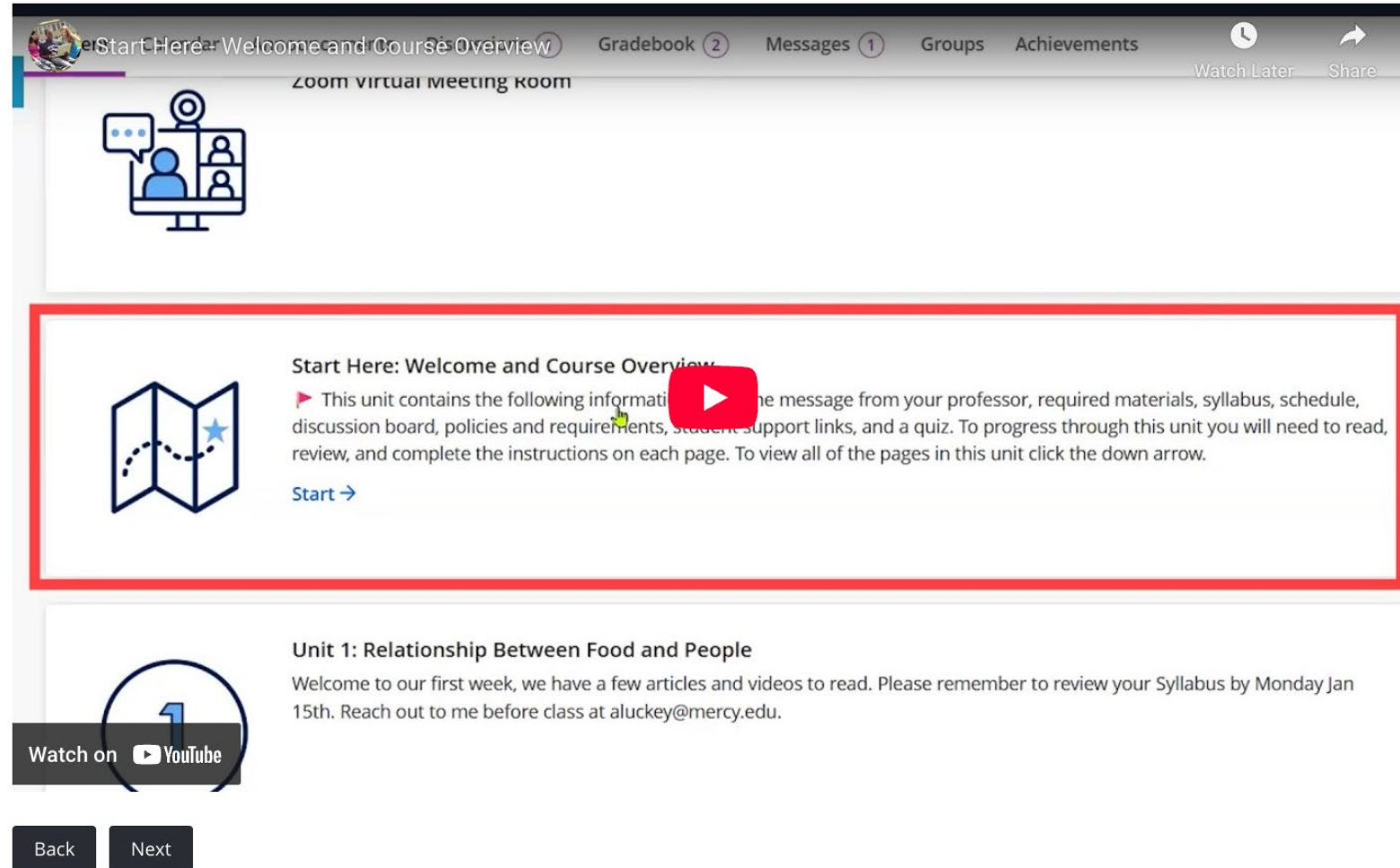
[Back](#)

[Next](#)

Progressing Through the Start Here: Welcome and Course Overview Area

As you progress through the content page you will find the Start Here: Welcome and Course Overview Area. You want to go through this area to see the syllabus, required textbook and readings, the introduction discussion board, and additional courses and university expectations, and a Start Here Acknowledgement Form.


 Watch the short video below to see how to progress through the Start Here area.





Start Here: Welcome and Course Overview

Gradebook (2) Messages (1) Groups Achievements Watch Later Share

Zoom Virtual Meeting Room




Start Here: Welcome and Course Overview

  This unit contains the following information: the message from your professor, required materials, syllabus, schedule, discussion board, policies and requirements, student support links, and a quiz. To progress through this unit you will need to read, review, and complete the instructions on each page. To view all of the pages in this unit click the down arrow.

[Start →](#)

Unit 1: Relationship Between Food and People

Welcome to our first week, we have a few articles and videos to read. Please remember to review your Syllabus by Monday Jan 15th. Reach out to me before class at aluckey@mercy.edu.

Watch on  YouTube

Back Next

Participating in the Introduction Discussion Board

Your Welcome Area will most likely include an Introduction Discussion Board. It is important to know how to participate in Discussion Boards on Blackboard Ultra.

📺 Watch the short video below to see how to participate in Discussion Boards, including the Introduction Discussion Board.

Introduction Discussion Board

Welcome! To begin building this learning community together, please post a personal introduction to this discussion board that includes the following:

- Your Name
- Area of Study
- Brief Summary of Your Background
- Why have you chosen to take this course?
- What you hope to accomplish upon completion of this course?

Reply to the posts of two of your peers and be sure to:

- Welcome them to the course.
- Highlight what you found unique or exciting about their posting.
- Describe any similarities or differences that exist between your postings.
- Identify opportunities, if any, that exist for future collaboration.

Using the Discussion Board Tool

Below this discussion topic click the box "Type a response". Clicking in this box will open the text editor to format text, attach files, and embed multimedia. To submit your response, select Respond. Each time you open a discussion, new responses and replies appear with "New" to show any activity that's happened since your last visit. You can reply directly to other responses by clicking the reply button, adding your content in the text editor, and then clicking Reply. [Click here for more help with discussions.](#) [Click here for more help with the text editor.](#)

Post a response to the discussion Post

total posts: 0 | Watch | Likes: 0 | Share

Find participants

- undefined undefined (Me) No Responses | No Replies
- undefined undefined INSTRUCTOR No Responses | No Replies
- undefined undefined No Responses | No Replies
- undefined undefined INSTRUCTOR No Responses | No Replies
- undefined undefined INSTRUCTOR No Responses | No Replies

Watch on YouTube

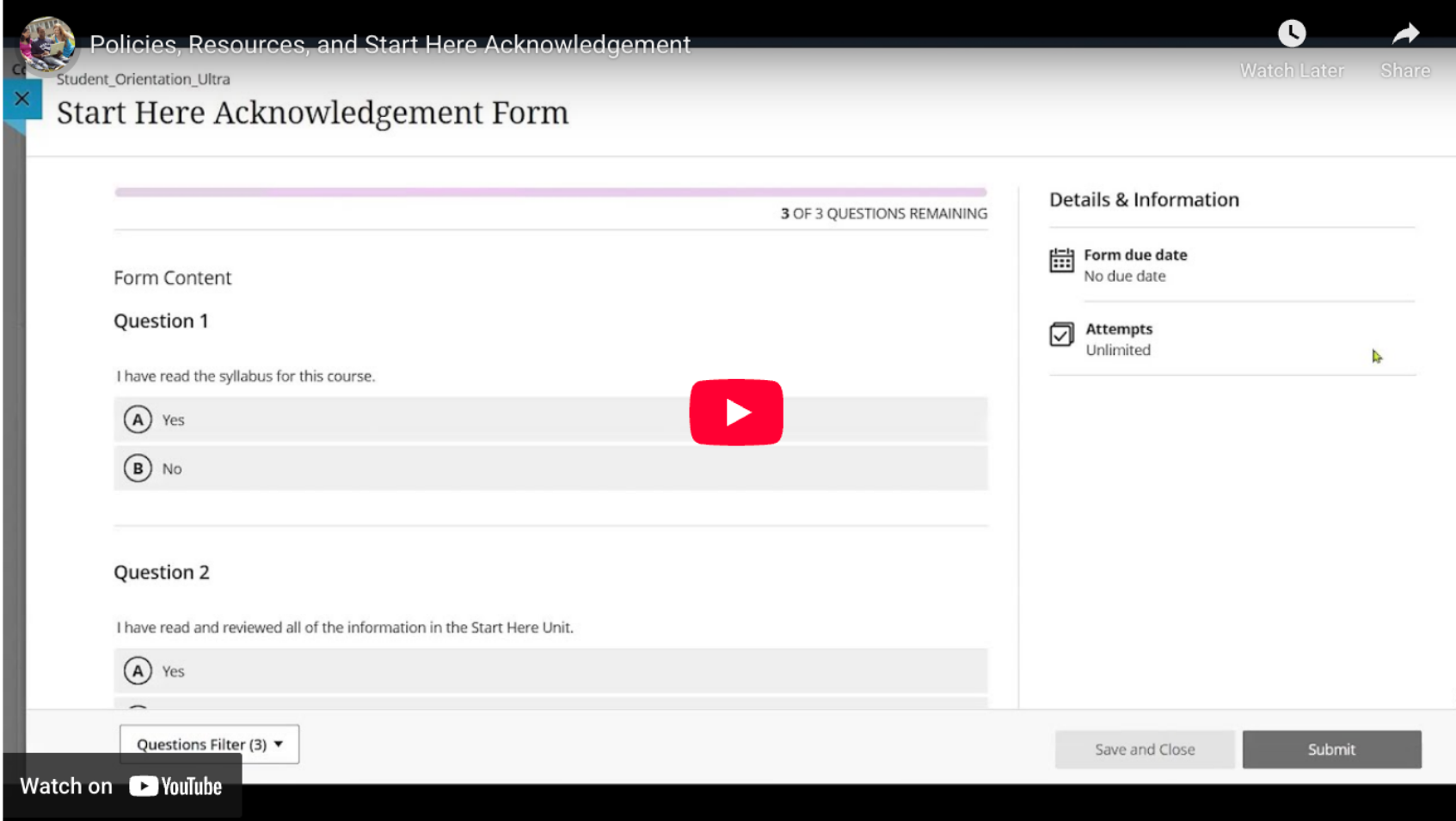
Back

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Reviewing Policies and the Start Here Acknowledgement Form

The next part of your welcome area will take you through Mercy Policies, Resources, and the Start Here Acknowledgement Form/Quiz.

 Watch the short video below to see how to complete the Start Here Section by reviewing policies and completing the Start Here Acknowledgement Form.




The screenshot shows a video player interface. At the top, there's a header with a profile picture, the text "Policies, Resources, and Start Here Acknowledgement", and a "Student_Orientation_Ultra" label. On the right, there are "Watch Later" and "Share" buttons. Below the header, the title "Start Here Acknowledgement Form" is displayed. The main content area shows a progress bar at the top right indicating "3 OF 3 QUESTIONS REMAINING". Under "Form Content", "Question 1" asks "I have read the syllabus for this course." with radio button options "A Yes" and "B No". "Question 2" asks "I have read and reviewed all of the information in the Start Here Unit." with a radio button option "A Yes". A "Details & Information" sidebar on the right shows "Form due date" as "No due date" and "Attempts" as "Unlimited". At the bottom of the video player, there are "Questions Filter (3)" and "Save and Close" / "Submit" buttons. A "Watch on YouTube" banner is at the bottom left.

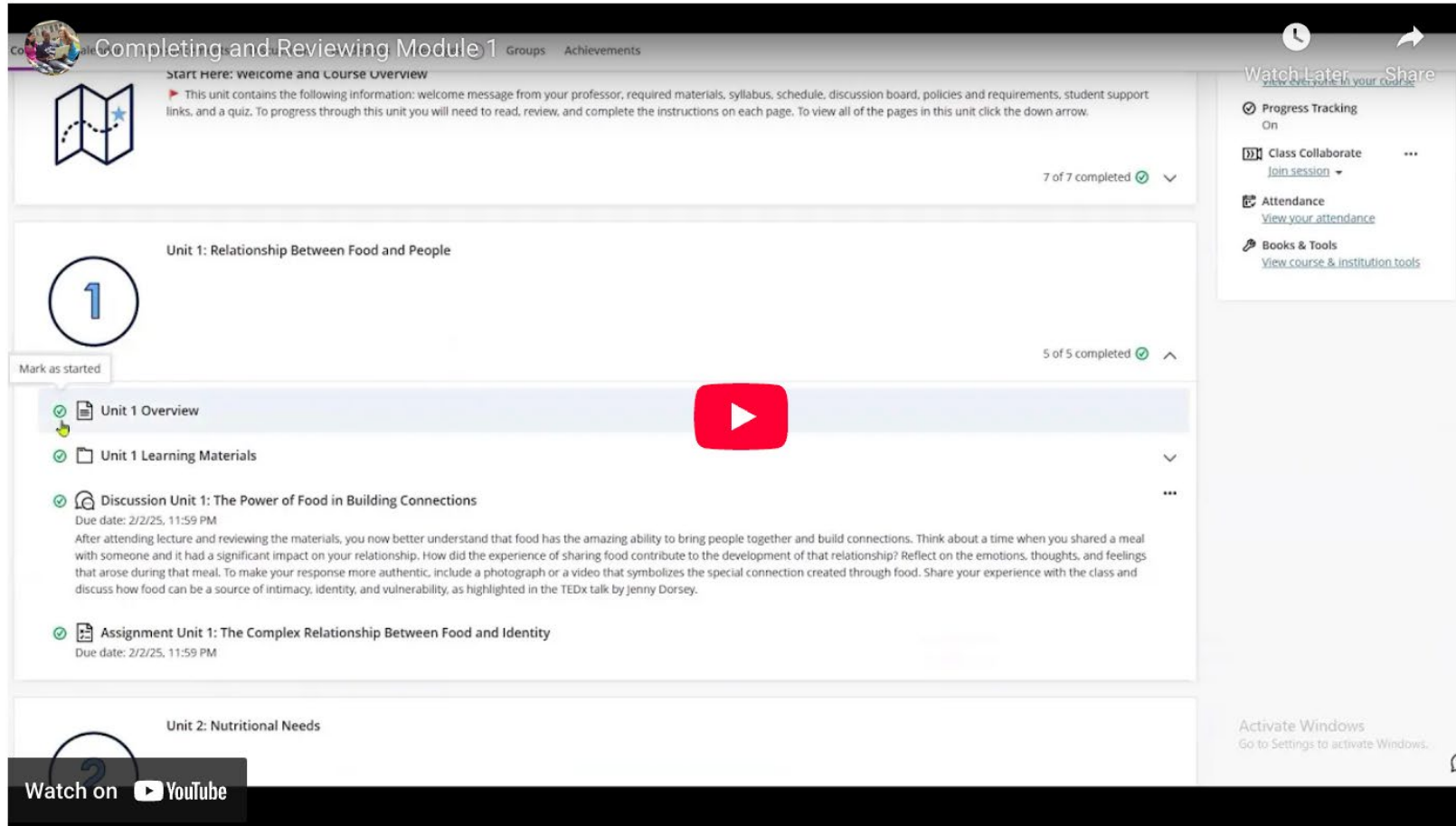
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Progressing Through Unit 1

Each unit starts with an overview. Move through readings, videos, discussions, and assignments in order. Use the progress tracker to stay on top of tasks.

 Watch the short video below to see what to expect in the Units and how to progress through Unit 1. Please remember that each course can vary what they include in the unit.



The screenshot displays a course management system interface. At the top, it shows the course title "Completing and Reviewing Module 1" with sub-sections for "Groups" and "Achievements". A "Start Here: Welcome and Course Overview" section includes a map icon and a paragraph of introductory text, with a progress indicator showing "7 of 7 completed". Below this is "Unit 1: Relationship Between Food and People", marked with a large "1" in a circle and a "Mark as started" button. The unit's progress is shown as "5 of 5 completed". The unit content list includes: "Unit 1 Overview" (checked), "Unit 1 Learning Materials" (checked), "Discussion Unit 1: The Power of Food in Building Connections" (checked, due 2/2/25, 11:59 PM), and "Assignment Unit 1: The Complex Relationship Between Food and Identity" (checked, due 2/2/25, 11:59 PM). A large red YouTube play button is overlaid on the "Unit 1 Overview" item. On the right, a "Watch Later" sidebar lists "Progress Tracking" (On), "Class Collaborate" (Join session), "Attendance" (View your attendance), and "Books & Tools" (View course & institution tools). At the bottom, there is a "Watch on YouTube" banner and "Back" and "Next" navigation buttons.

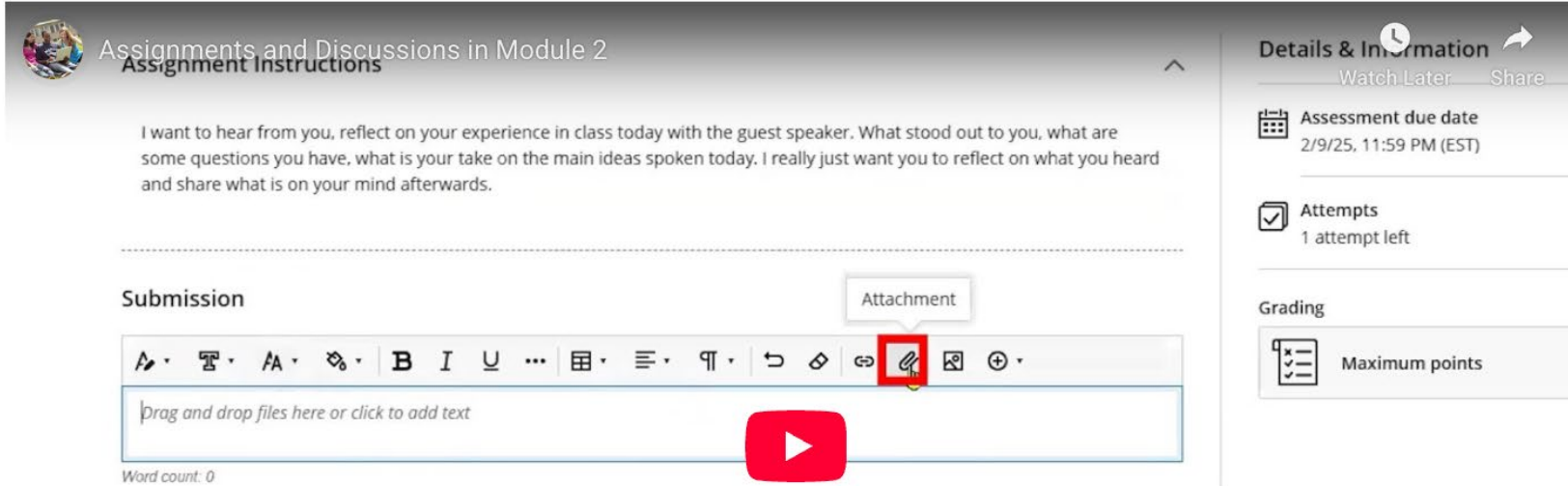
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Completing Discussions and Assignments in the Unit

Many of your units will have discussions and assignments for you to participate in. This video will show you how to successfully participate in discussions and assignments within a unit.

 Watch the short video below to see how to complete discussions and assignments within Blackboard.



Assignments and Discussions in Module 2
Assignment Instructions

I want to hear from you, reflect on your experience in class today with the guest speaker. What stood out to you, what are some questions you have, what is your take on the main ideas spoken today. I really just want you to reflect on what you heard and share what is on your mind afterwards.

Submission

Attachment

drag and drop files here or click to add text

Word count: 0

Details & Information

Watch Later Share

Assessment due date
2/9/25, 11:59 PM (EST)

Attempts
1 attempt left

Grading
Maximum points


Watch on  YouTube

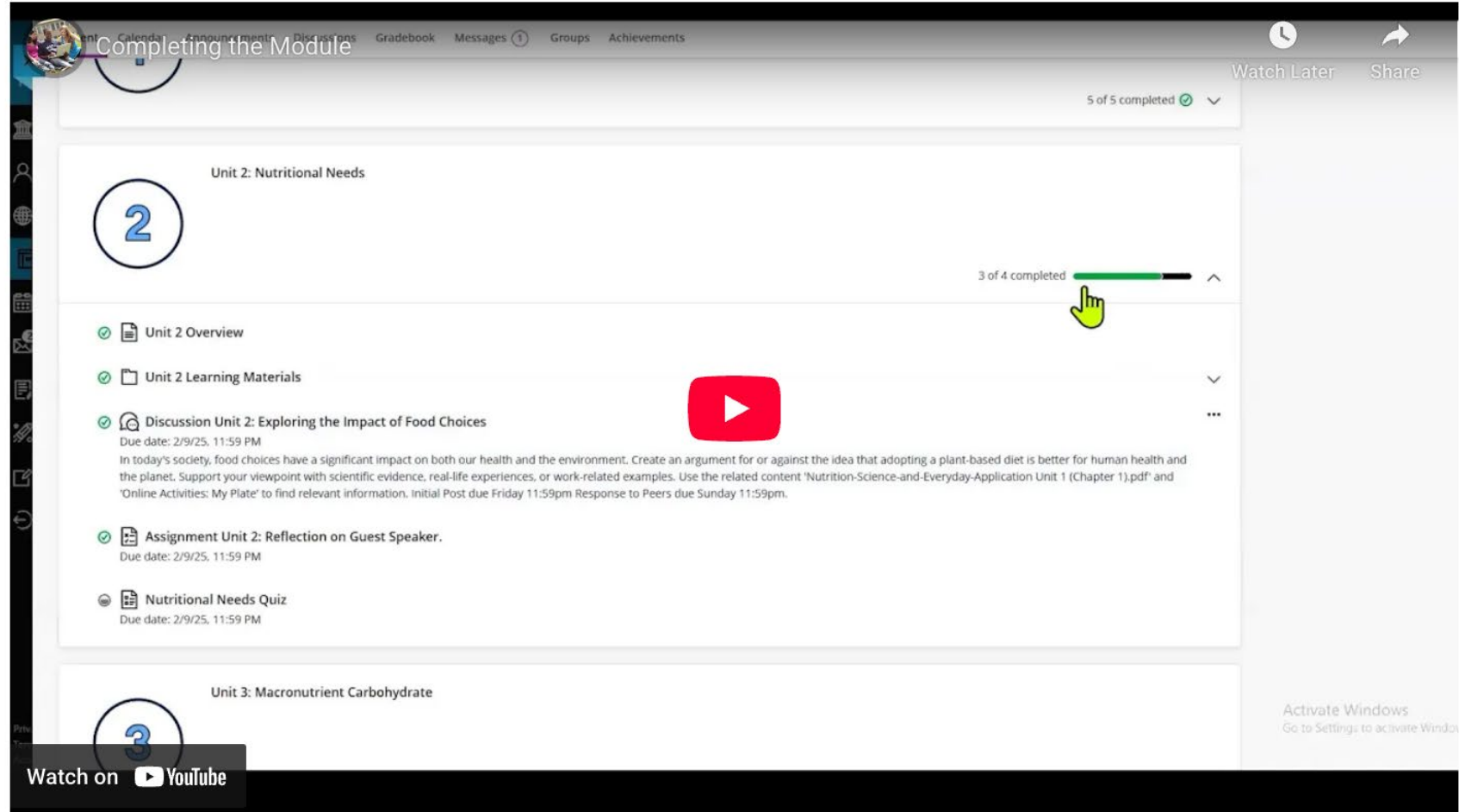
Back

Next

Completing the Module

This video will show information on how to review your progress, and mark content as complete.

 Watch the short video below to see how to review if you have successfully completed the module and how to mark items as complete.




The screenshot displays a course management system interface. At the top, a navigation bar includes links for 'Calendar', 'Announcements', 'Discussions', 'Gradebook', 'Messages', 'Groups', and 'Achievements'. A user profile icon is visible on the left. The main content area is titled 'Completing the Module' and shows a progress indicator '5 of 5 completed' with a green checkmark. Below this, the 'Unit 2: Nutritional Needs' section is highlighted with a large blue '2' in a circle. A progress bar for this unit shows '3 of 4 completed' with a green bar and a hand cursor pointing to it. The unit content includes: 'Unit 2 Overview' (checked), 'Unit 2 Learning Materials' (checked), 'Discussion Unit 2: Exploring the Impact of Food Choices' (checked) with a due date of 2/9/25, 11:59 PM and a description about food choices and health, and 'Assignment Unit 2: Reflection on Guest Speaker.' (checked) with a due date of 2/9/25, 11:59 PM. A 'Nutritional Needs Quiz' (unchecked) is also listed with a due date of 2/9/25, 11:59 PM. The 'Unit 3: Macronutrient Carbohydrate' section is partially visible at the bottom with a large blue '3' in a circle. A 'Watch on YouTube' banner is overlaid at the bottom left. On the right side, there are 'Watch Later' and 'Share' buttons, and an 'Activate Windows' watermark.

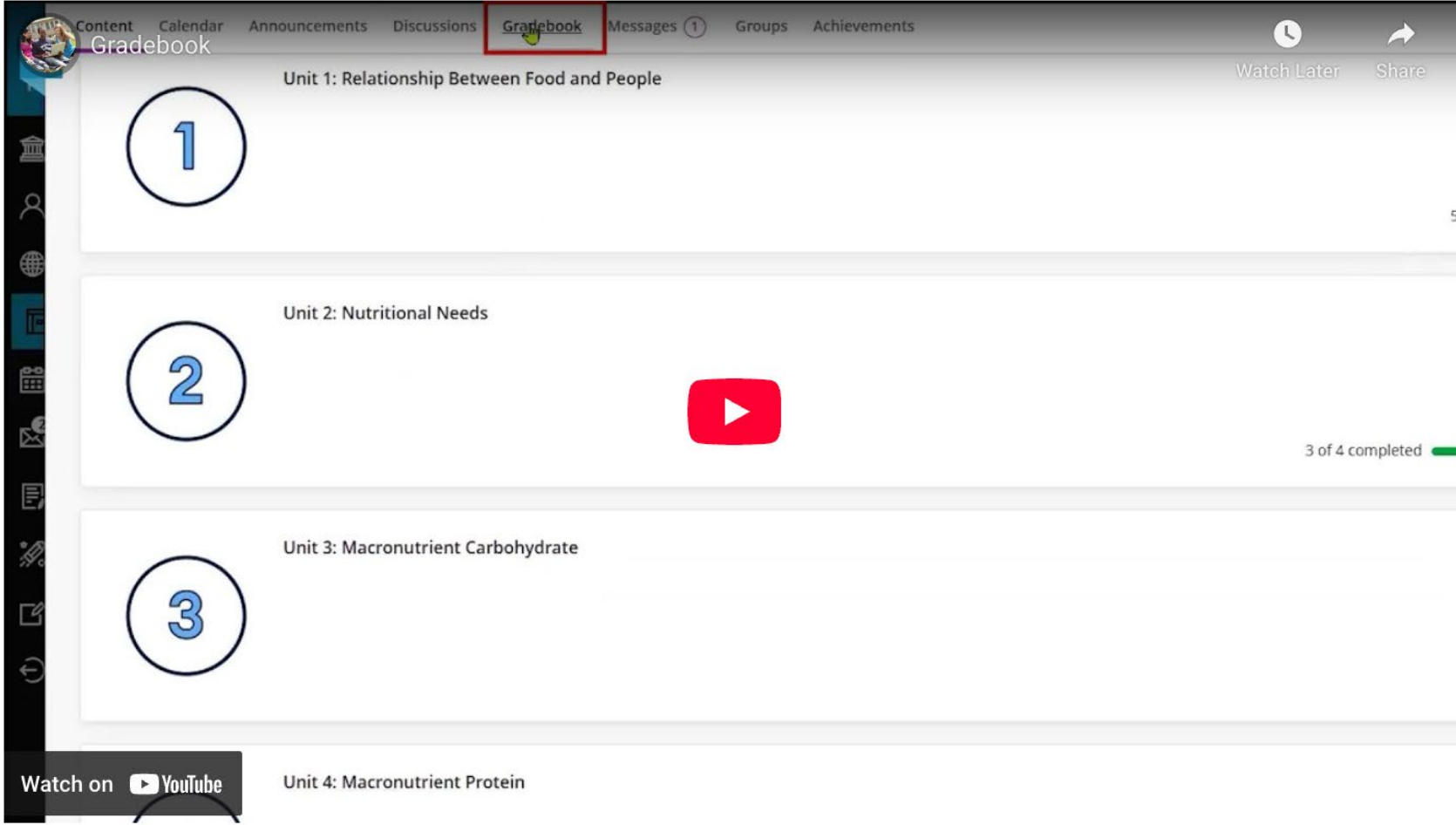
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Accessing Grades and Feedback

This video will show information on how you can access grades and review feedback from your professor.

 Watch the short video below to see how to access the grade center and review feedback.

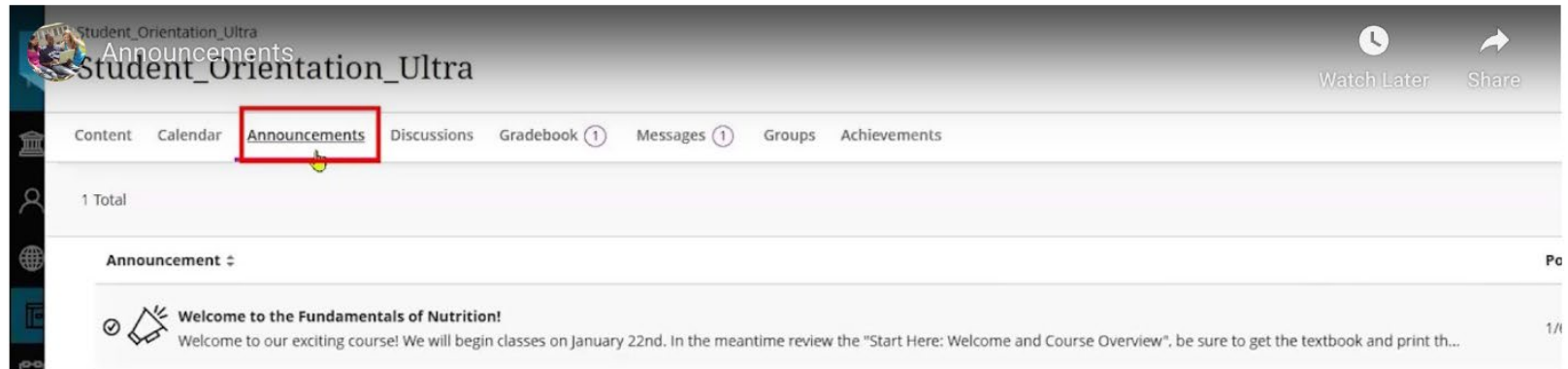


The screenshot displays a course management system interface. At the top, a navigation bar includes links for Content, Calendar, Announcements, Discussions, **Gradebook** (highlighted with a red box), Messages (1), Groups, and Achievements. The main content area is titled "Unit 1: Relationship Between Food and People" and features a large blue circle with the number "1". Below this, "Unit 2: Nutritional Needs" is shown with a large blue circle with the number "2" and a red YouTube play button icon. To the right of the play button, it indicates "3 of 4 completed" with a green progress bar. "Unit 3: Macronutrient Carbohydrate" is shown with a large blue circle with the number "3". At the bottom, "Unit 4: Macronutrient Protein" is partially visible. A "Watch on YouTube" button is located at the bottom left of the video player area. A vertical sidebar on the left contains various navigation icons. At the very bottom, there are "Back" and "Next" buttons.

Using Blackboard Announcements

This video will show you how to view Blackboard Announcements which will have key class information.

📺 Watch the short video below to see how to review announcements on Blackboard.




Watch on  YouTube

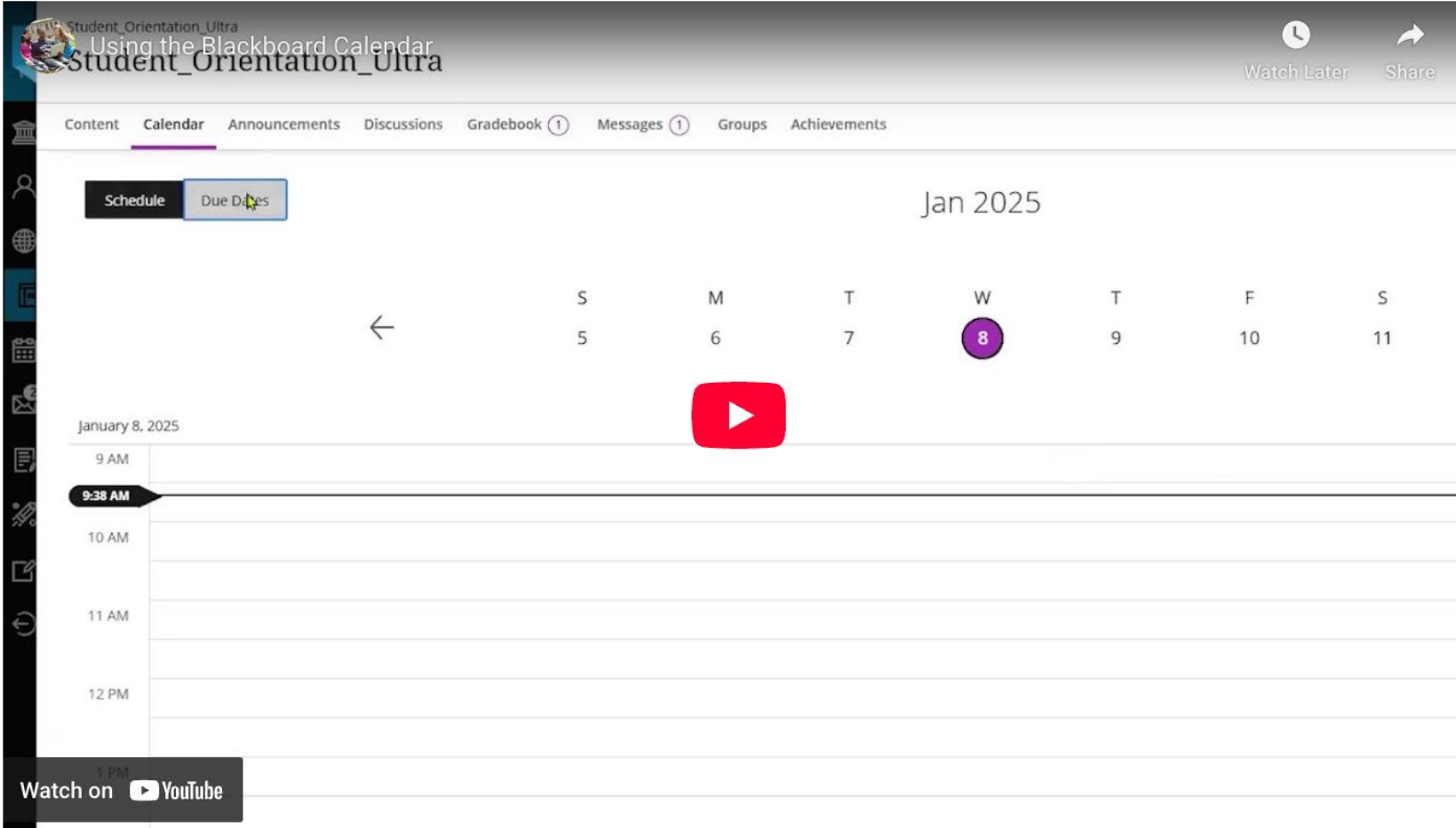
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Reviewing Due Dates with the Blackboard Calendar

This video will show you how to access the calendar on Blackboard Ultra.

 Watch the short video below to see how to access the calendar and review upcoming due dates.



The screenshot displays the Blackboard Ultra interface for a course titled "Student_Orientation_Ultra". The top navigation bar includes "Content", "Calendar", "Announcements", "Discussions", "Gradebook (1)", "Messages (1)", "Groups", and "Achievements". The "Calendar" tab is active, showing a "Schedule" and "Due Dates" view. The calendar is for "Jan 2025" and shows the date "January 8, 2025" (Wednesday) highlighted. A red YouTube play button is overlaid on the calendar. The time slots on the left range from 9 AM to 12 PM. A "Watch on YouTube" button is visible at the bottom left of the calendar area. Below the calendar, there are "Back" and "Next" navigation buttons.

Student_Orientation_Ultra
Using the Blackboard Calendar
Student_Orientation_Ultra

Watch Later Share

Content Calendar Announcements Discussions Gradebook (1) Messages (1) Groups Achievements

Schedule Due Dates

Jan 2025

← S M T W T F S
5 6 7 8 9 10 11

January 8, 2025


9 AM
9:38 AM
10 AM
11 AM
12 PM

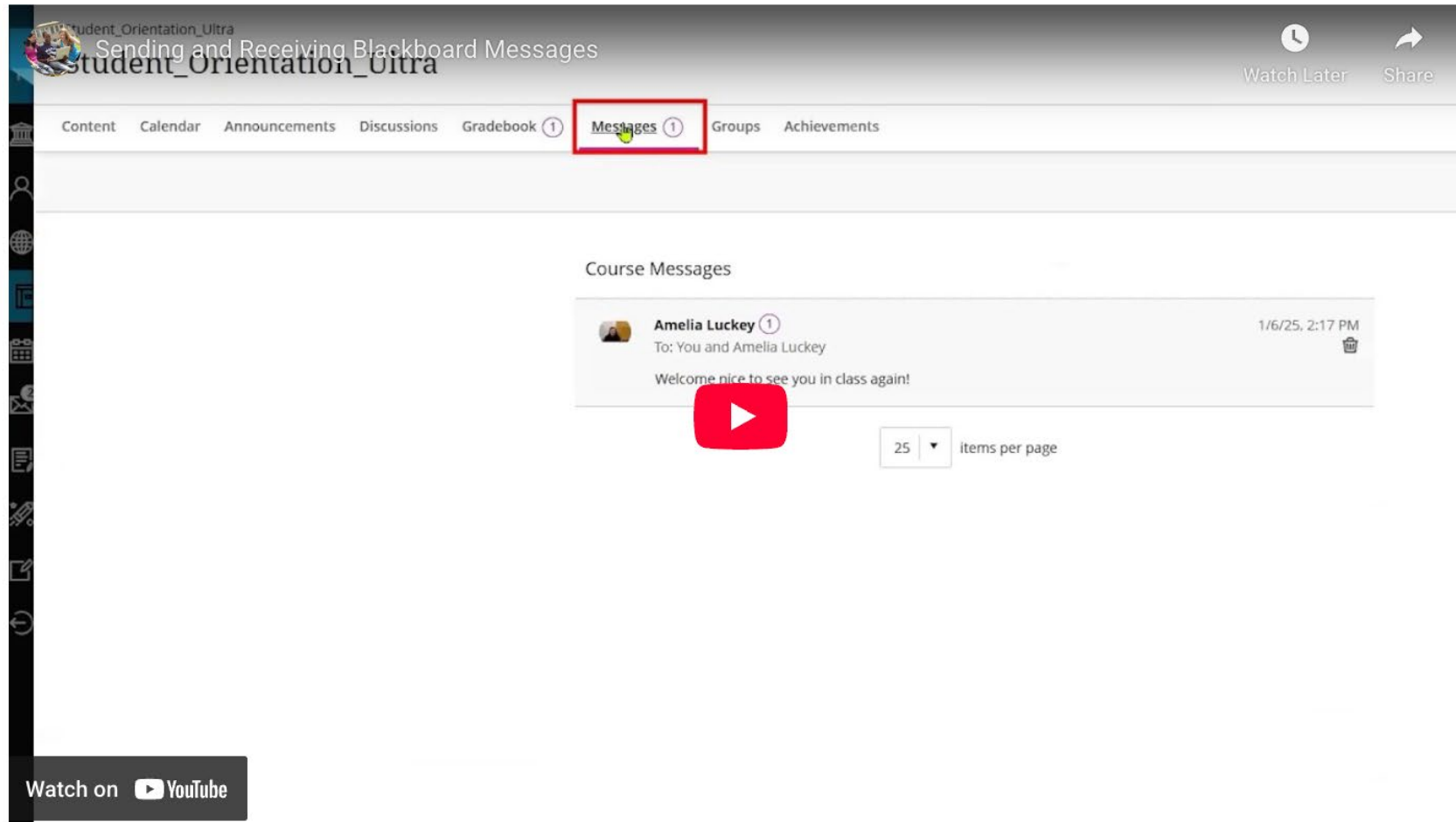
Watch on YouTube

Back Next

Using Blackboard Messages

This video will show you how to use Blackboard Messages to reach out to your professor.

 Watch the short video below to see how to use Blackboard Messages.



The screenshot displays the Blackboard user interface for a course titled "Student_Orientation_Ultra". The top navigation bar includes "Content", "Calendar", "Announcements", "Discussions", "Gradebook", "Messages", "Groups", and "Achievements". The "Messages" link is highlighted with a red box. Below the navigation bar, the "Course Messages" section shows a message from "Amelia Luckey" dated "1/6/25, 2:17 PM" with the text "Welcome nice to see you in class again!". A red play button is overlaid on the message. At the bottom of the screenshot, there is a "Watch on YouTube" button.

[Back](#) [Next](#)

Getting Additional Support

This video will update you on how to get additional support from IT.

📺 Watch the short video below to see how to get additional IT support.

The video player shows a blue background with a repeating 'M' pattern on the left. The title 'Additional Support' is in the top left, and 'Watch Later' and 'Share' icons are in the top right. The main text reads: 'Important Phone Number and Email', 'IT Help Desk: helpdesk@mercy.edu', and 'IT Help Desk Phone Number: 914-626-2626'. A red play button is overlaid on the phone number. To the right, a OneDrive login window is shown with the email 'aluckey@mercy.edu', a password field, and the OneDrive logo. At the bottom left, it says 'Watch on YouTube'. At the bottom right, there is a small logo for 'Active IT Go to the M U'.

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Walkthrough Complete

Congratulations, you have complete the Blackboard Ultra Walkthrough.

If you would like to review some of the videos you have seen today, you can visit the following playlist on youtube:

[https://www.youtube.com/playlist?
list=PLsqYt4ILc9UCUP0mBMmwQoF9njSmAO
7ZP](https://www.youtube.com/playlist?list=PLsqYt4ILc9UCUP0mBMmwQoF9njSmAO7ZP)

Click Dismiss Guide to exit out of the guide and access your courses.

Dismiss Guide

Additional Uses of Adopt

01

Increase awareness of important university information

02

Promote events

03

Increase registration

04

Increase participation in Fix Your Content Day

01

Increase awareness of important university information

Student Financial Responsibility Statement - Fall 2025

By checking the box below, I accept full responsibility to pay Mercy University for the tuition, fees and other charges associated with my registration for courses at Mercy University for the term. Further, I acknowledge and understand that:

1. Mercy University will send a bill to my home address and/or e-mail outlining all of these charges and that I will pay for these costs, or arrange an alternative method of payment (such as financial aid, loan, or payment plan) with the Office of Student Financial Services, by the due date written on the bill;
2. If I miss the payment due date I will be responsible for any additional late payment or collections fees assessed to my account;
3. If I drop or withdraw from any or all of my courses after the registration period for the term, I will be responsible for paying for some or all of the tuition, fees or other charges in accordance with the published term refund schedule. I have reviewed the refund schedule available in the course bulletin for the term (<https://www.mercy.edu/academics/bulletins-catalogs>);
4. My failure to attend class without officially withdrawing, or failure to receive a bill, does not absolve me of my financial responsibility as described above.
5. Please reach out to the helpdesk at helpdesk@mercy.edu or 914-674-7526 if you experience any issues.

Accept

Accept



Button

Dismiss Guide

Visitors (8062)


Visitor ID	Clicks
1923004d-4949-4e3c-bf0c-...	2
1923004d-4949-4e3c-bf0c-...	2
1923004d-4949-4e3c-bf0c-...	2
1923004d-4949-4e3c-bf0c-...	2
1923004d-4949-4e3c-bf0c-...	2
1923004d-4949-4e3c-bf0c-...	2
1923004d-4949-4e3c-bf0c-...	2
1923004d-4949-4e3c-bf0c-...	2
1923004d-4949-4e3c-bf0c-...	1
1923004d-4949-4e3c-bf0c-...	1
1923004d-4949-4e3c-bf0c-...	1
1923004d-4949-4e3c-bf0c-...	1

Download CSV

8071 Clicked Accept

01

Increase awareness of important university information




MERCY UNIVERSITY

- Institution Page
- Melissa Harwin
- Activity
- Courses**
- Organizations
- Calendar
- Messages
- Grades
- Assist

Courses

Accessing Student Support Information



[Click here for all student support.](#) or by clicking on the "Institution Page" tab on the top left.

Closed

[Multiple Instructors](#) ⓘ ☆

Ultra Training

• 369 Clicks

• 5468 Visitors

Increase awareness of important university information



Student Resources

MERCY UNIVERSITY STUDENT SUPPORT RESOURCES LOCATED HERE

All Campus [Activities](#) Click Here!



02

Promote events

It's Career Fair Week!



30 employers will be at Mercy recruiting students for a variety of positions.

- **Register for the event in Handshake** to see the full list of employers attending and research your favorites.
- Transportation will be available from Bronx and Manhattan. You must register for the Fair for details.
- Prepare your outfit, print your resumes, and research companies!
- Need help preparing? Check out our resources on our **Career Fair Page**.

Questions? Contact Career & Professional Development at **CPD@mercy.edu** or **914-674-7802**.

02

Promote events

Library Workshops to Help You Succeed



Hello Mercy Mavs! Curious about how the Libraries can help you succeed in your classes? Sign up for a 30-minute virtual orientation or workshop to learn all about the resources available to you! 22

[Library Workshop Sign Up Link](#)

Have a great day!

• 117 Clicks

• 6853 Visitors

03

Increase
registration



Registration is Open!

Visit <https://student.mercy.edu/portal/compass-student> to make an appointment with your PACT mentor/HEOP advisor or log into Mercy Connect to register today.

Have a great day!

- 250 Clicks

- 8439 Visitors

04

Increase participation in Fix Your Content Day



Fix Your Content Day

Improve the Accessibility of your Course Today

We're excited to participate in Fix Your Content Day 2025, a global competition where colleges and universities race to improve the accessibility of their digital course files.

Help our campus rise on the [global leaderboard](#) by reviewing accessibility indicators in your courses and making suggested improvements through Anthology® Ally.

Every fix brings us closer to a more inclusive learning environment.

See the video below for how to get started:

- [Using the Ally Accessibility Report](#)
- [Using Ally to Improve Accessibility within a Content Area](#)

If you want further support- join us in the Ultra Accessibility Fix a Thon.

Sign up here: [Ultra Accessibility Fix-a-Thon Sign Up](#)



Questions or Comments

- Please reach out to us at mercyonline@mercy.edu.