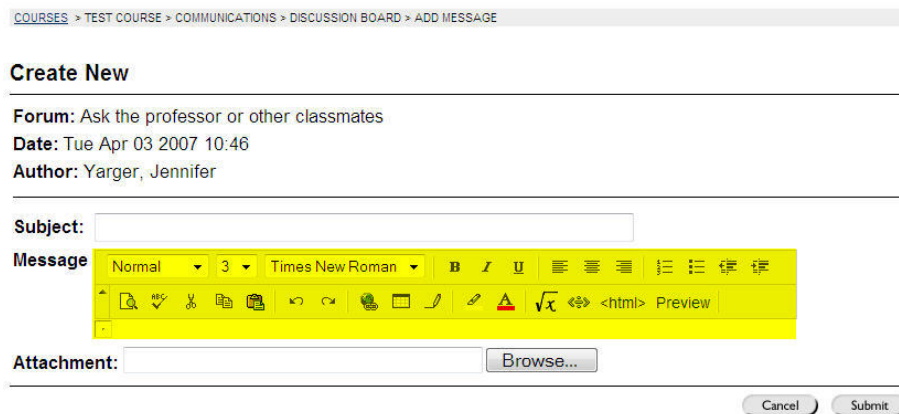
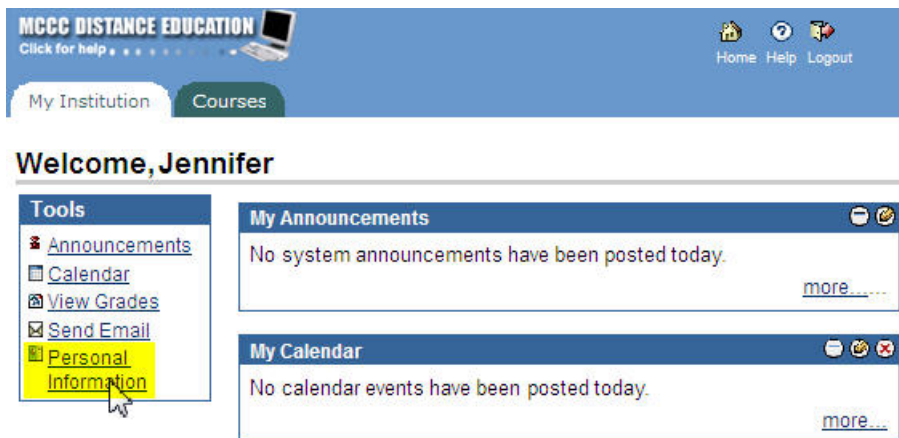


## VISTA OPERATING SYSTEM SETTINGS

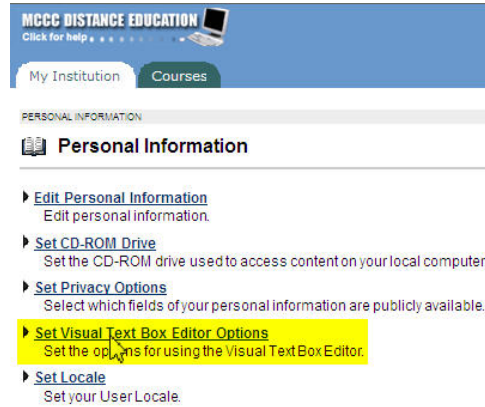
The text box editor within Blackboard will not work correctly within the Windows Vista operating system. If your system is running Vista, you will need to turn the text box editor off. Notice on the screen print below that there is no text box to enter your comments in the Discussion Board. This problem can be seen throughout Blackboard where a text box is available with editing tools:



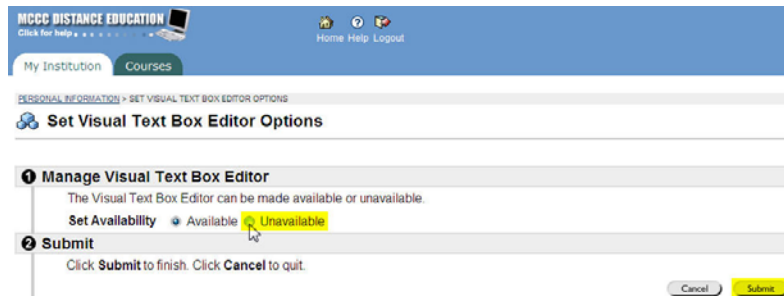
**STEP 1:** After you have logged into Blackboard, click on *Personal Information* in the Tools box to the left of your screen:



**STEP 2:** Click *Set Visual Text Box Editor Options*:

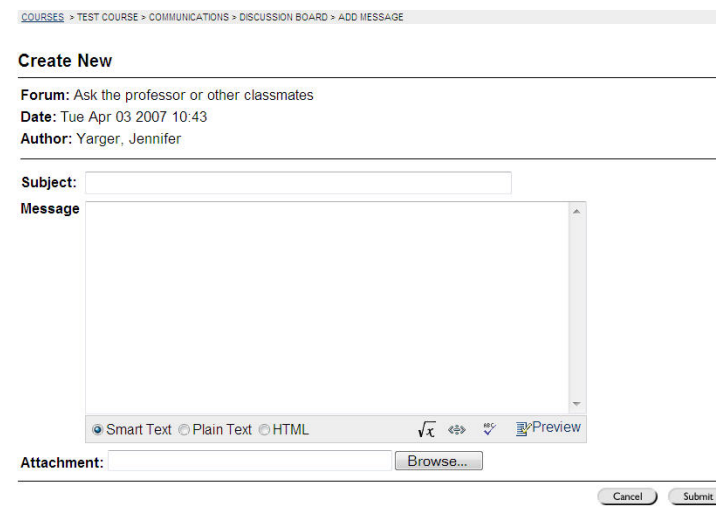


**STEP 3:** Click the radio button in front of *Unavailable*. Then click *Submit*.



You will need to close your Internet Explorer window and reopen a new window for the settings adjustment to take affect.

Once you reopen a new Internet Explorer window and re-enter Blackboard, you will have a simple Message box without the formatting tools.



**PLEASE NOTE:** If you use a system that has Windows Vista and another system that is

not Vista, ie: Windows XP or another operating system, you can turn the Visual Text Box Editor on (Available) when you are using the older system. This setting adjusts within your Blackboard user account.

If you have additional questions about adjusting your computer settings to work with Blackboard, or how to use any other tools in Blackboard, please call Jennifer Yarger, Distance Education Assistant at 734-384-4328 or by email at [jyarger@monroeccc.edu](mailto:jyarger@monroeccc.edu).