
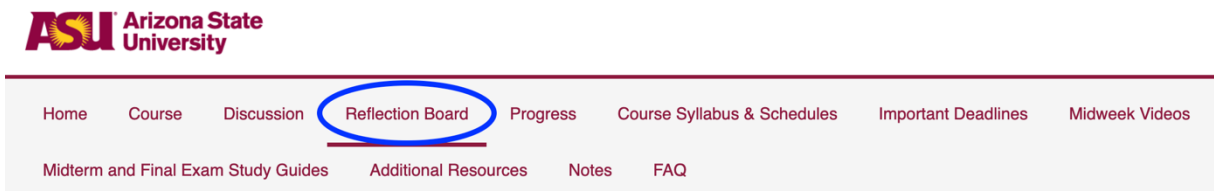


Yellowdig Step-by-Step

- Please review your “HEP100 Reflection Board Grading Information and Assignment Schedule” document for information on assignment requirements and grading criteria.
- Always access Yellowdig from within the course site to ensure points are recorded toward your grade.
- If you experience issues with the platform, please reach out to support@yellowdig.com or click the blue help button  located on the bottom right corner of your Introduction to Health and Wellness board.

Accessing Yellowdig

1. You can access Yellowdig from two places: (1) the Reflection Board tab on top of the course, or (2) from the Reflection Board unit at the bottom of your course outline. There will also be a link in each week’s prompt. **Always access Yellowdig from within the course to ensure points are recorded toward your grade.**



2. Yellowdig will load in the course. It sometimes takes a few moments because the course is sending your username over to Yellowdig for grading purposes. On your first login attempt, you should see a box asking you to enter your first and last name. Please enter your information and then proceed to Yellowdig.

User Details

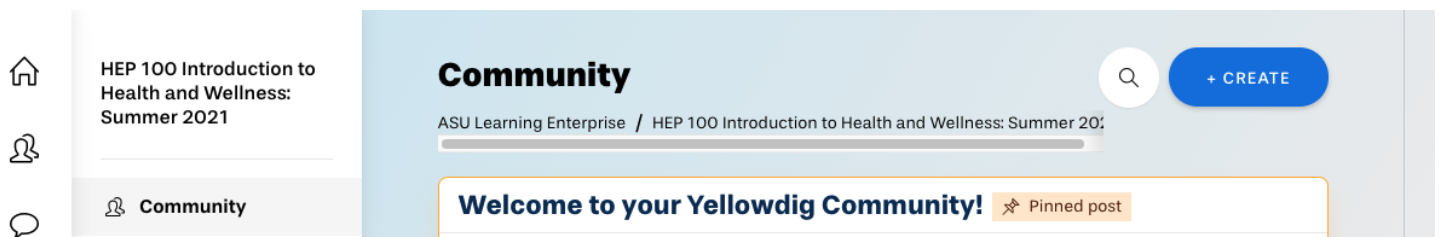


A form titled "User Details" with two input fields and a button. The first field is labeled "Enter your First Name" and the second is labeled "Enter your Last Name". Below the fields is a blue button with the text "Proceed to Yellowdig" and a right-pointing arrow icon.

- a. After you access Yellowdig for the first time, you will receive an email letting you know your account has been activated. **You do not need to set up a password or take any action regarding this email.** You will always access Yellowdig through our course.

- b. If the Reflection Board page does not take you directly to the Introduction to Health and Wellness board, please clear your cache and history, and refresh the page. If you continue to experience issues, please contact support@yellowdig.com and notify the course team via the course site discussion board.

3. You will then see the board for your HEP 100 course.

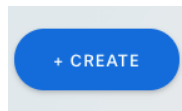


4. The board contains a total of 7 reflection boards (also referred to as “Topic Tags”), one for each week of the course.

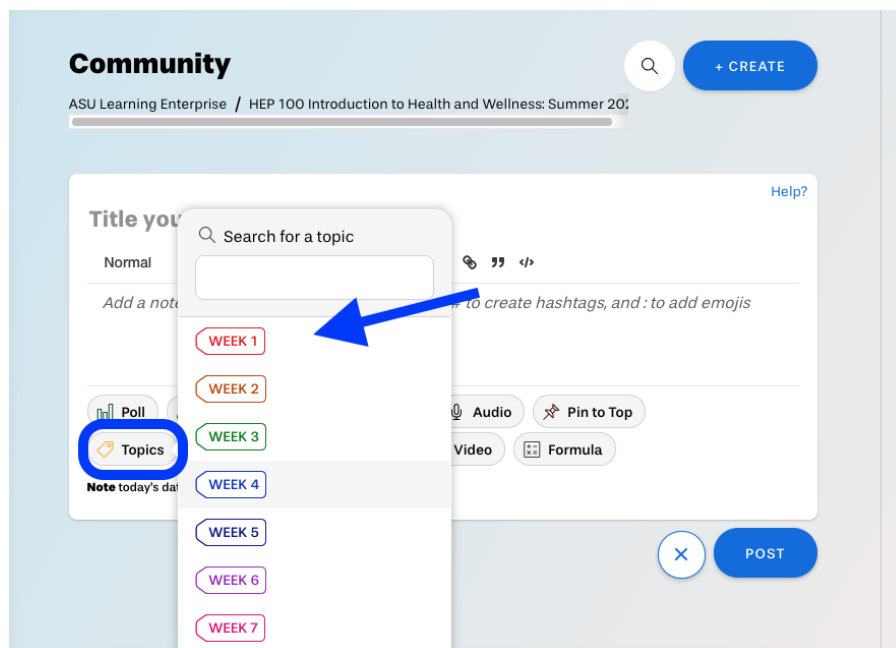


Posting and Commenting

1. You will share your response to the discussion prompt by posting to that week's Topic, also referred to as a "Tag."
 - a. Click the "+ CREATE" button.



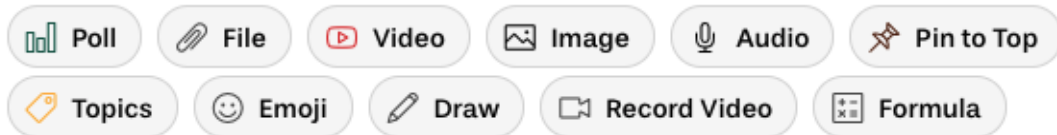
- b. Click "Topics" to select the correct topic for your post.



2. You can then type the title of your post into the “Title your Post” box.

Title your Post

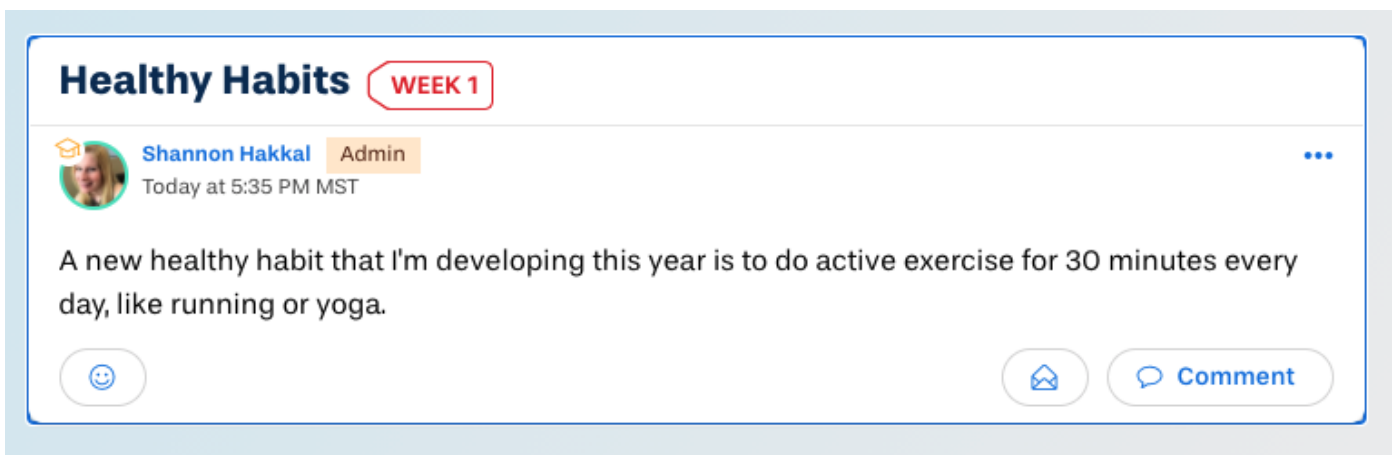
3. You may add pictures, video, or a document to your post by clicking one of the content buttons below the textbox.



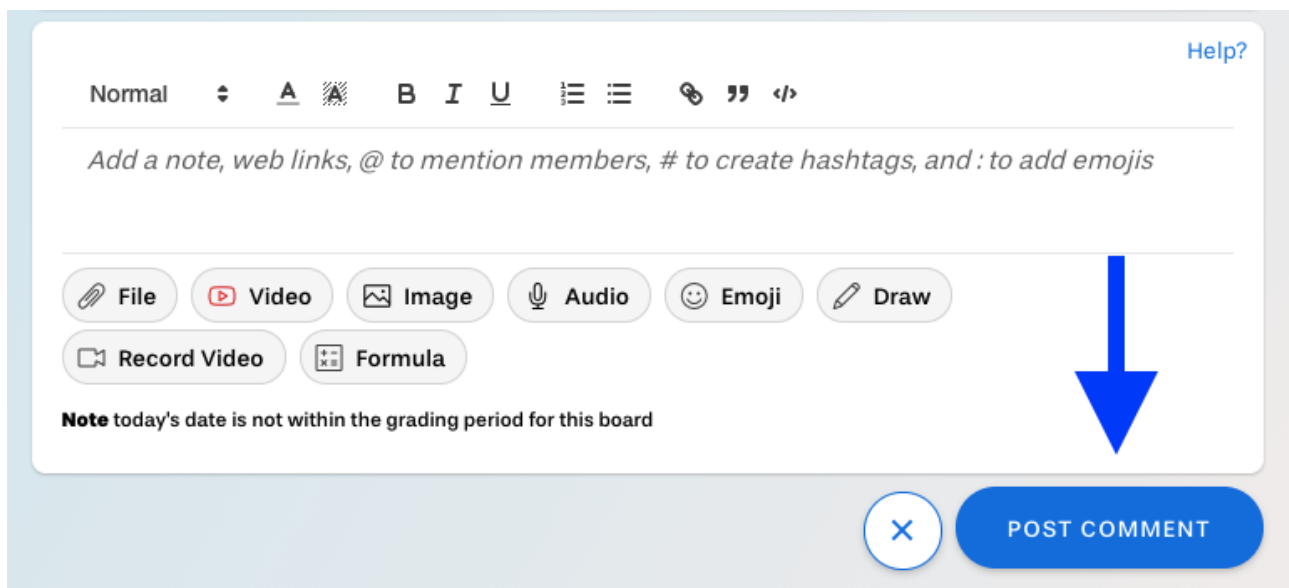
4. When you are satisfied with your response, click the “Post” button.



5. Your post will then appear on the board that you selected as a topic or tag.



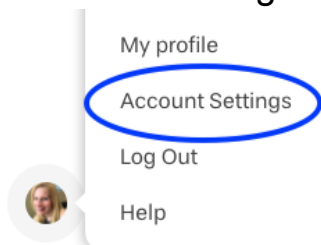
6. To comment on your classmates’ posts, click the “Comment” button in the lower right-hand corner of the post, and then enter your text in the box that appears below it. Then click the “POST COMMENT” button.



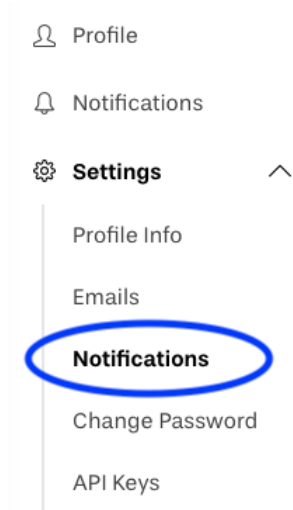
Notifications

Yellowdig will notify you about various activities. You can adjust your notification preferences.

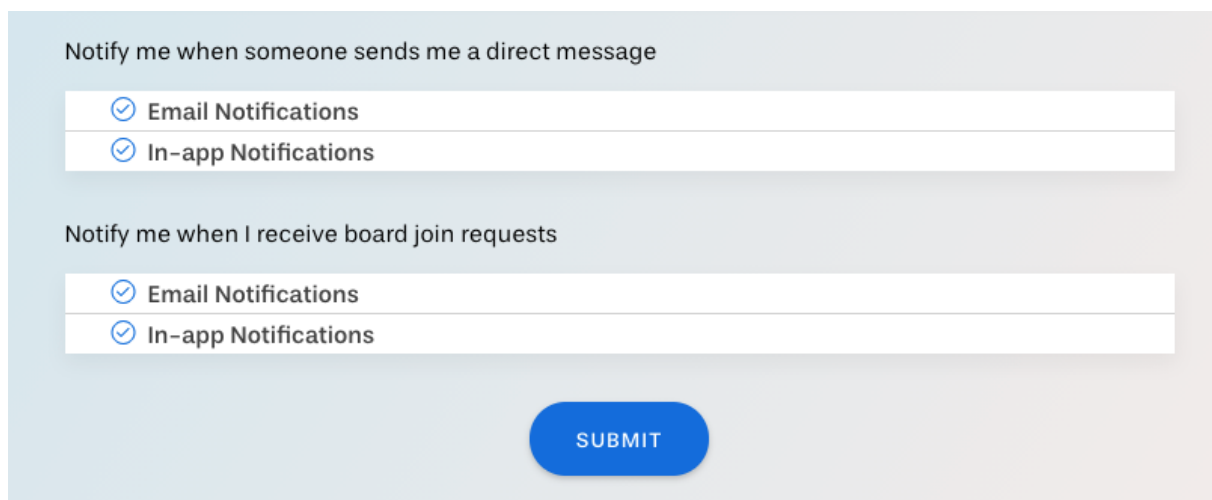
1. Click on your profile picture in the lower left-hand corner of the page, and select “Account Settings.”



2. Click “Notifications” under “Settings” on the left sidebar.



3. Check/uncheck the boxes to adjust the notifications to your preference. Click “Submit” when finished.

A screenshot of a notification preference form. The form has two sections. The first section is titled "Notify me when someone sends me a direct message" and contains two checkboxes: "Email Notifications" and "In-app Notifications", both of which are checked. The second section is titled "Notify me when I receive board join requests" and also contains two checkboxes: "Email Notifications" and "In-app Notifications", both of which are checked. At the bottom of the form is a blue "SUBMIT" button.

