

# Using Blackboard

Written Instructions Homepage: <http://help.blackboard.com/>

Videos Homepage: [http://help.blackboard.com/en-us/Learn/9.1\\_SP\\_10\\_and\\_SP\\_11/Instructor/240\\_Blackboard\\_Videos](http://help.blackboard.com/en-us/Learn/9.1_SP_10_and_SP_11/Instructor/240_Blackboard_Videos)

| Feature                | Written Instructions  | Video   |
|------------------------|---|---|
| <b>Getting Started</b> |   |   |
| <b>Orientation</b>     | <a href="http://help.blackboard.com/en-us/Learn/9.1_SP_10_and_SP_11/Instructor/010_Blackboard_Learn_Environment/001_Course_Components">http://help.blackboard.com/en-us/Learn/9.1_SP_10_and_SP_11/Instructor/010_Blackboard_Learn_Environment/001_Course_Components</a>                                       | <a href="http://www.youtube.com/watch?v=YfQ--kd23ts&amp;list=PLontYaReEU1v1P4Nq1iINGIkfDUNQDZVI">http://www.youtube.com/watch?v=YfQ--kd23ts&amp;list=PLontYaReEU1v1P4Nq1iINGIkfDUNQDZVI</a>   |
| <b>Homepage</b>        |   | <a href="http://ondemand.blackboard.com/r91/movies/bb91_course_content_edit_course_homepage.htm">http://ondemand.blackboard.com/r91/movies/bb91_course_content_edit_course_homepage.htm</a>   |
| <b>Content</b>         |   |   |
| <b>Item</b>            | <a href="http://help.blackboard.com/en-us/Learn/9.1_SP_10_and_SP_11/Instructor/060_Course_Content/000_Creating_Content/Creating_Content_in_a_Course_Area">http://help.blackboard.com/en-us/Learn/9.1_SP_10_and_SP_11/Instructor/060_Course_Content/000_Creating_Content/Creating_Content_in_a_Course_Area</a> | <a href="http://www.youtube.com/watch?v=TOiots6iRLc&amp;feature=share&amp;list=PLontYaReEU1v1P4Nq1iINGIkfDUNQDZVI&amp;index=22">http://www.youtube.com/watch?v=TOiots6iRLc&amp;feature=share&amp;list=PLontYaReEU1v1P4Nq1iINGIkfDUNQDZVI&amp;index=22</a> |
| <b>File</b>            | <a href="http://help.blackboard.com/en-us/Learn/9.1_SP_10_and_SP_11/Instructor/060_Course_Content/000_Creating_Content/Creating_Content_in_a_Course_Area">http://help.blackboard.com/en-us/Learn/9.1_SP_10_and_SP_11/Instructor/060_Course_Content/000_Creating_Content/Creating_Content_in_a_Course_Area</a> | <a href="http://ondemand.blackboard.com/r91/movies/bb91_course_files_adding_files.htm">http://ondemand.blackboard.com/r91/movies/bb91_course_files_adding_files.htm</a>   |
| <b>Audio</b>           | <a href="http://help.blackboard.com/en-us/Learn/9.1_SP_10_and_SP_11/Instructor/060_Course_Content">http://help.blackboard.com/en-us/Learn/9.1_SP_10_and_SP_11/Instructor/060_Course_Content</a>   | <a href="http://youtu.be/BTSEBEajJDE">http://youtu.be/BTSEBEajJDE</a>   |

| Feature                        | Written Instructions  | Video   |
|--------------------------------|---|---|
|                                | <a href="#">ent/000 Creating Content/Creating Content in a Course Area</a>  |   |
| <b>Image</b>                   | <a href="http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/060 Course Content/000 Creating Content/Creating Content in a Course Area">http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/060 Course Content/000 Creating Content/Creating Content in a Course Area</a> |   |
| <b>Video</b>                   | <a href="http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/060 Course Content/000 Creating Content/Creating Content in a Course Area">http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/060 Course Content/000 Creating Content/Creating Content in a Course Area</a> | <a href="http://www.youtube.com/watch?v=KUSpn7EbeDQ">http://www.youtube.com/watch?v=KUSpn7EbeDQ</a>   |
| <b>Web Link</b>                | <a href="http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/060 Course Content/000 Creating Content/Creating Content in a Course Area">http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/060 Course Content/000 Creating Content/Creating Content in a Course Area</a> | <a href="http://www.youtube.com/watch?v=VULfvBOlgs4">http://www.youtube.com/watch?v=VULfvBOlgs4</a>   |
| <b>Content Folder</b>          | <a href="http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/060 Course Content/000 Creating Content/Creating Course Areas for Content">http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/060 Course Content/000 Creating Content/Creating Course Areas for Content</a> | <a href="http://www.youtube.com/watch?v=dLi3oWlf8Eg">http://www.youtube.com/watch?v=dLi3oWlf8Eg</a>   |
| <b>Assessments and Grading</b> |   |   |
| <b>Test Creation</b>           | <a href="http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/070 Tests Surveys Pools/010 Creating Tests and Surveys">http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/070 Tests Surveys Pools/010 Creating Tests and Surveys</a>                                       | <a href="http://youtu.be/ef08mqN4rIY">http://youtu.be/ef08mqN4rIY</a>   |
| <b>Test Question</b>           | <a href="http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/070 Tests Surveys Pools/100 Question Types">http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/070 Tests Surveys Pools/100 Question Types</a>   | <a href="http://www.youtube.com/watch?v=8Az0wG9eYUo&amp;feature=share&amp;list=PLontYaReEU1v1P4Nq1iINGlkfDUNQDZVI&amp;index=50">http://www.youtube.com/watch?v=8Az0wG9eYUo&amp;feature=share&amp;list=PLontYaReEU1v1P4Nq1iINGlkfDUNQDZVI&amp;index=50</a> |

| <b>Feature</b>          | <b>Written Instructions</b>   | <b>Video</b>  |
|-------------------------|---|---|
| <b>Survey</b>           | <a href="http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/070 Tests Surveys Pools/010 Creating Tests and Surveys">http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/070 Tests Surveys Pools/010 Creating Tests and Surveys</a>       | <a href="http://www.youtube.com/watch?v=xCc6bUjGPiw">http://www.youtube.com/watch?v=xCc6bUjGPiw</a>   |
| <b>Assignments</b>      | <a href="http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/070 Assignments/001 Creating and Editing Assignments">http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/070 Assignments/001 Creating and Editing Assignments</a>           | <a href="http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/070 Assignments/001 Creating and Editing Assignments">http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/070 Assignments/001 Creating and Editing Assignments</a> |
| <b>SafeAssign</b>       | <a href="http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/070 Assignments/004 SafeAssign">http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/070 Assignments/004 SafeAssign</a>   | <a href="http://www.youtube.com/watch?v=ZS77FrgY-DE&amp;list=PLontYaReEU1v1P4Nq1iINGlkfDUNQDZVI&amp;feature=share&amp;index=36">http://www.youtube.com/watch?v=ZS77FrgY-DE&amp;list=PLontYaReEU1v1P4Nq1iINGlkfDUNQDZVI&amp;feature=share&amp;index=36</a>           |
| <b>Rubric</b>           | <a href="http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/040 Student Course Experience/Student Performance/Rubrics">http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/040 Student Course Experience/Student Performance/Rubrics</a> | <a href="http://www.youtube.com/watch?v=fvN0Q4jPd-c&amp;feature=share&amp;list=PLontYaReEU1v1P4Nq1iINGlkfDUNQDZVI&amp;index=40">http://www.youtube.com/watch?v=fvN0Q4jPd-c&amp;feature=share&amp;list=PLontYaReEU1v1P4Nq1iINGlkfDUNQDZVI&amp;index=40</a>           |
| <b>Grading</b>          | <a href="http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/080 Grade Center/001 About the Grade Center">http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/080 Grade Center/001 About the Grade Center</a>                             | <a href="http://www.youtube.com/watch?v=5YAATkuoABg&amp;feature=share&amp;list=PLontYaReEU1v1P4Nq1iINGlkfDUNQDZVI&amp;index=46">http://www.youtube.com/watch?v=5YAATkuoABg&amp;feature=share&amp;list=PLontYaReEU1v1P4Nq1iINGlkfDUNQDZVI&amp;index=46</a>           |
| <b>Tools</b>            |   |   |
| <b>Discussion Board</b> | <a href="http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/050 Course Tools/001 Discussion Board">http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/050 Course Tools/001 Discussion Board</a>   | <a href="http://www.youtube.com/watch?v=IDL-rfKgPWA&amp;feature=share&amp;list=PLontYaReEU1v1P4Nq1iINGlkfDUNQDZVI&amp;index=31">http://www.youtube.com/watch?v=IDL-rfKgPWA&amp;feature=share&amp;list=PLontYaReEU1v1P4Nq1iINGlkfDUNQDZVI&amp;index=31</a>           |
| <b>Announcements</b>    | <a href="http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/050 Course Tools/002 Announcements">http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/050 Course Tools/002 Announcements</a>   | <a href="http://ondemand.blackboard.com/r91/movies/bb91_tools_creating_announcements.htm">http://ondemand.blackboard.com/r91/movies/bb91_tools_creating_announcements.htm</a>   |
| <b>Email</b>            | <a href="http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/050 Course Tools/003 Email">http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/050 Course Tools/003 Email</a>   | <a href="http://youtu.be/znPR4uzEM7M">http://youtu.be/znPR4uzEM7M</a>   |

| Feature        | Written Instructions  | Video   |
|----------------|---|---|
| <b>Wiki</b>    | <a href="http://help.blackboard.com/en-us/Learn/9.1_SP_10_and_SP_11/Instructor/050_Course_Tools/Wikis">http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/050 Course Tools/Wikis</a>   | <a href="http://youtu.be/vvy7LgC4MXA">http://youtu.be/vvy7LgC4MXA</a>   |
| <b>Blog</b>    | <a href="http://help.blackboard.com/en-us/Learn/9.1_SP_10_and_SP_11/Instructor/050_Course_Tools/Blogs">http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/050 Course Tools/Blogs</a>   | <a href="http://youtu.be/OBTsn60Qm-I">http://youtu.be/OBTsn60Qm-I</a>   |
| <b>Journal</b> | <a href="http://help.blackboard.com/en-us/Learn/9.1_SP_10_and_SP_11/Instructor/050_Course_Tools/Journals">http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/050 Course Tools/Journals</a>   | <a href="http://ondemand.blackboard.com/r91/movies/bb91_blogs_journals_create_journal.htm">http://ondemand.blackboard.com/r91/movies/bb91_blogs_journals_create_journal.htm</a> |
| <b>Group</b>   | <a href="http://help.blackboard.com/en-us/Learn/9.1_SP_10_and_SP_11/Instructor/040_Student_Course_Experience/Users_and_Groups/Creating_Groups">http://help.blackboard.com/en-us/Learn/9.1 SP 10 and SP 11/Instructor/040 Student Course Experience/Users and Groups/Creating Groups</a> | <a href="http://ondemand.blackboard.com/r91/movies/bb91_groups_creating_single_group.htm">http://ondemand.blackboard.com/r91/movies/bb91_groups_creating_single_group.htm</a>   |