

Blackboard 9.x - Create and Deploy Journal

Introduction

The Blackboard Journal tool is useful when you want students to write private entries of *modest* length. Entries can be graded within a Journal, making review and grading more efficient than using the Assignment tool. A rubric can be associated with the Journal. Instructors can fill out the rubric to compute the grade and provide feedback for each student's entry. There is a Journal tool setting that will enable students to see all entries. This is useful if you want students to review all entries after submission.

Caution

- If you plan to grade Journal entries *within* the tool (recommended), remember that
 - it is necessary to select the grading option, points possible, and rubric (if used) when creating the Journal. It is not possible to change this setting after the Journal has been created.
 - each student can be assigned one grade per Journal when grading within the Journal tool.
- copying a journal creates a new link to the same journal. It does *not* create a new Journal.

Create Journal

1. In any Content Area, click Add Interactive Tool and select Journal.
2. Click Create New Journal.



3. In the Create Link: Journal page, fill out the following.
- Journal Name
 - Instructions (display inside the Journal)
 - Journal Availability (must be set to Yes even if Date/Time Restrictions are set)
 - Set Date and Time Restrictions, if desired.
 - Blog Settings
 - Index entries Monthly (best for semester or year long, not always active)
 - Weekly (best for shorter term blogs)
 - Student edit/delete capabilities
 - Permit Course Users to View Journal (students can view each other's entries)

4. Journal Settings

Index Entries Monthly
Indexing will organize entries by the chosen time-frame.

Weekly

Allow Users to Edit and Delete Entries

Allow Users to Delete Comments

Permit Course Users to View Journal

- Whether students can see each others entries (this can be modified later if desired)
- Grade settings and points, if applicable (if chosen, option for employing rubrics displays)

5. Grade Settings

Grade Journal No grading
 Grade : Points possible :

Show participants in "needs grading" status ! after every Entries

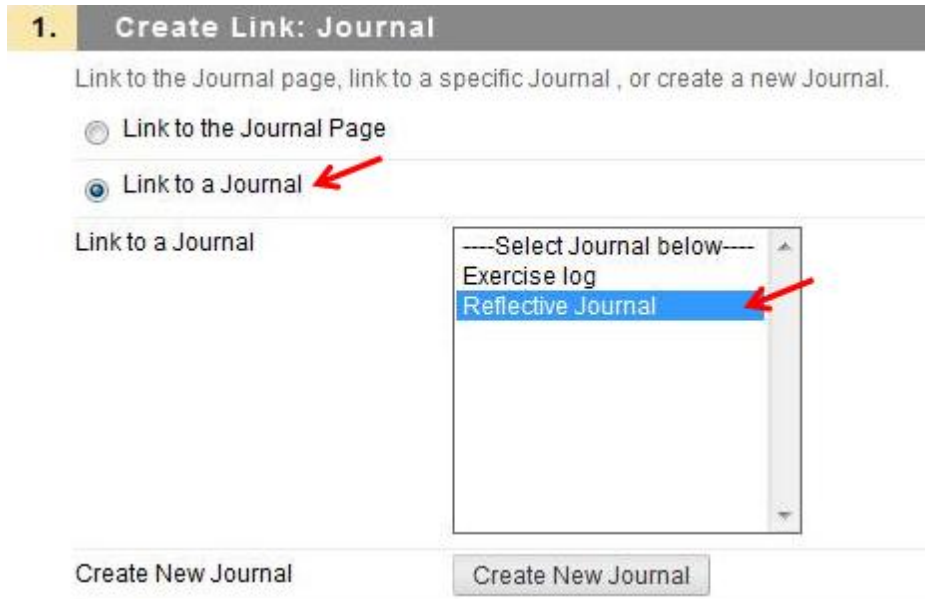
Associated Rubrics

Name	Type	Date Last Edited	Show Rubric to Students
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- Click Submit.

Deploy Journal

1. In the Create Link: Journal, you will see that Link to a Journal is selected and the Journal just created highlighted.



2. Click Next.
3. In the next screen, there is a text box for entering information that will display with the link to the Journal; that is, before entering the Journal.
4. Under Options, you are again provided with the ability to make the Journal available and to set date and time restrictions. You can ignore these if you have already set them. You can also set tracking of views.
5. Click Submit.
6. The link to the Journal displays.

Group Journals

- The Journal tool for Groups is enabled when a Group is created.
- Students in a Group Journal are able to view each other's entries and all entries are listed together.

Tips

- All Journals created in a course are listed under Journals in Course Tools. If you delete a Journal in a Content Area, you are just deleting the link to it. To completely delete a Journal from a course as well as delete its Grade Center column (if graded), it is necessary to delete it from its Course Tools area as well.
- A Journal can be created in its Course Tools area, but requires deploying in a Content Area if the ability to set Adaptive Release, Copy, Move, and more are desired.
- If the Tool link to Journals is enabled in the course menu, all available Journals will display. However, the ability to set Adaptive Release, rearrange the order of Journals, and more will not be available.