



Blackboard 8.x Content Display and Editing

Introduction

Blackboard 8.x includes options for content display and modification.

- It is possible to add any course items to any content area within the course.
- Course items can be cross-referenced; that is, linked into multiple areas of a course.
- There is a link (upper right) that enables easy toggling between the display and edit views.
- The Text Box Editor accompanies every text box in Blackboard. (Full WYSIWYG HTML editor for Internet Explorer and Firefox 3 only; text formatting and spell check only for Safari.)

Organization of Content Display

When a content area in the Control Panel is accessed, it is possible to add any one of the following:

- Item
- Folder
- External Link
- Course Link
- Test
- Learning Unit
- Survey
- Assignment
- Discussion Forum
- Chat or Virtual Classroom Session
- Group
- Tool
- Syllabus
- Google Scholar
- Google Search
- SafeAssign
- Wiki
- Podcast
- Blog
- Eliminate *Live!* session

Links for the first five are found in the gray header bar. The others are found in the drop down box in the right area of the gray bar.

Thus, it is possible to place all activities that pertain to a given unit of instruction under the same course menu link or folder.



Note: Tests and Surveys are deployed by adding them to the desired content area.

Cross-referencing or moving course items

It is now possible to create an item in one content area and have it display in multiple content areas or as a course menu item. It is also possible to move an item to another course folder, area, or course.

To do this

1. To the right of an item or folder, click Copy.
2. Under Destination, click Browse.
3. Navigate to the course and/or folder in which you wish to copy or move the item or folder.
4. Decide whether you wish to Remove item after copy. Choose Yes if you wish to move; choose No if you wish to cross-reference.
5. Click Submit.

Display and Edit View Toggle

When you are in the student view (accessed by clicking an item in the Course Menu), clicking the EDIT VIEW link in the upper right will take you to the pertinent place in the Control Panel for editing that area.

When you are in the Control Panel, clicking the DISPLAY VIEW in the upper right will return you to the student view. Using this feature can save multiple mouse clicks.

Text Box Editor (for creating HTML pages)

The editor includes

- Spell check
- Functions for uploading diverse multimedia.
 - Image (gif or jpeg)
 - MPEG/AVI
 - QuickTime
 - Audio
 - Flash
- Equation Editor

It is possible to copy and paste the contents of a Word document into the Text Box Editor. The text box will take several pages. If you have a document of any length, however, it is good web design to attach it to a Blackboard item rather than embedding it directly into Blackboard.