The Center for Teaching, Learning, & Technology

Instructional Technology Workshops

Blackboard 9.1 SP 13
Blogs, Journals & Wikis

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Creating Blogs in Blackboard

Blogs are now incorporated into Blackboard as a communication and collaboration tool for students to share and build on ideas within the course shell. Three types of blogs can be created within Blackboard:

1. **Course Blogs**: All users are allowed to post new blog entries, as well as comments to entries made by other users.
2. **Individual Blogs**: Only the blog owner can post new blog entries. All other users are allowed to view and comment.
3. **Group Blogs**: Only group members are allowed to view and post blog entries or comments. To create a group, simply ensure that the blog tool is available when creating or modifying a group.

To create a blog from any **Content Area:** (Same process applies to Journals & Wikis as well)

1. Click on **Tools** in the Grey **Action bar** and select **Blogs**.
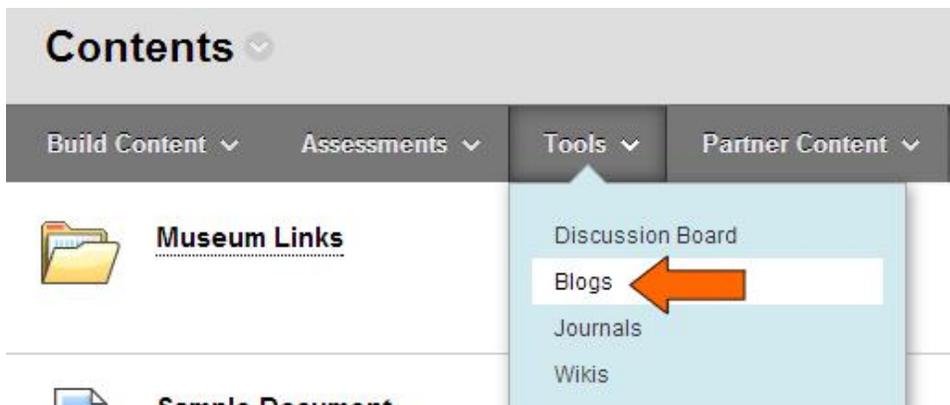
2. In the next page, you will get options to do one of the following:
    a. Create a direct link to the **Blog** (tool) page. It will list all available Blogs.
    b. Create a link to an existing (specific) **Blog** from available list.
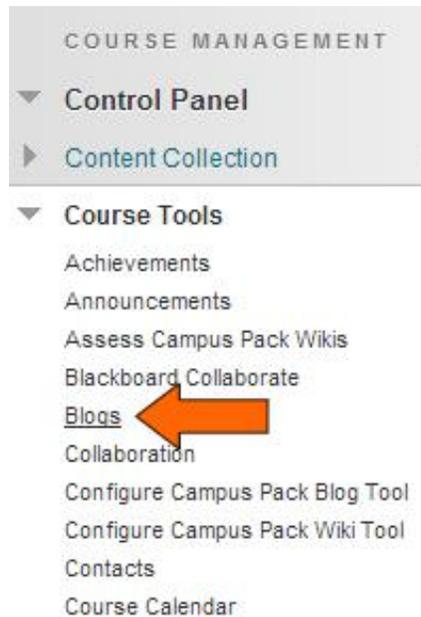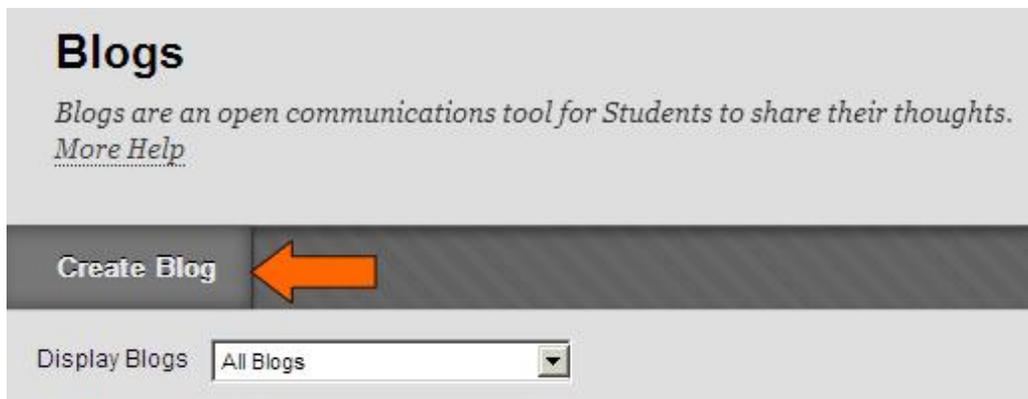   c. Create a **New Blog**. It will also generate a link to that specific Blog.

To create a blog from **Control Panel**:

1. Click **Course Tools** on the **Control Panel**, and then select **Blogs** on the expanded menu.

2. Click the **Create Blog** button.

3. Provide a blog name. An optional instructions text box is available.
4. Set blog availability. By default, new blog availability is set to Yes.

   a) Limit availability by date and time, as needed. Click the **Display After** and **Display Until** check boxes, then assign date and time restrictions.

5. Set the blog type.

   a) The **Individual to All Students** setting will create unique blogs for each user within the course. For example, an Adventures of Huckleberry Finn blog can be created for each user within the course. Students can use their own Huck Finn blog to post individual reactions, insights, and progress updates. Fellow students can view posted entries, make comments, and share ideas.

b) The **Course Blog** setting creates a single blog for the course, in which all users are allowed to post entries and comments.

Note: Anonymous comments are allowed by default. Uncheck this box to prevent students from posting anonymously.

6. Choose blog settings.

   a) Indexing organizes blog entries by time-frame. Monthly indexing will display all entries and comments made within a single month on one page. Weekly indexing displays all posts made within a week on a single page.
   b) Users are not allowed to edit or delete entries or comments by default. To enable edits and post removal by student users, check to allow. If enabled, users will not be allowed to edit or remove the posts of fellow users.

7. Grading of Blogs.

   a) To link a blog with the grade center, select the **Grade** option then set points possible.
   b) By default, the **Needs Grading** symbol will be displayed in the grade center after every blog post. If you require multiple entries for full credit, you can set the minimum number of entries to record before displaying a Needs Grading symbol.

8. Click **Submit** to create the blog.

Viewing Individual Blogs

1. To view a blog, click **Course Tools** on the **Control Panel**, then select **Blogs** on the expanded menu.
2. The blog list will be displayed. Entries within each blog are counted, with new, unread entries clearly noted. Click the blog title to view entries.

3. Your individual blog is displayed. The **Blog Details** section tracks the number of entries and comments within the blog.
4. To view the blogs of other users, click the Left (**<**) or Right (**>**) arrows next to the current user's name.

Note: By default, only blogs containing at least one entry are displayed. To view all blogs, click the user's name and check **Show Empty Blogs** checkbox.

5. Posts can be edited, marked as new, or deleted by instructor users. To do so, click the options button directly to the right of the entry title, then select the appropriate action on the drop-menu.

6. To post a response, click the **Comment** button, write your response and click **Add**.

Viewing Course Blogs

1. To view a blog, click **Course Tools** on the control panel, then select **Blogs** on the expanded menu.
2. The blog list is displayed. Click the blog title to view entries.

Entries are displayed in chronological order. The **Blog Details** section tracks the number of entries and comments.

A Sample Blog Entry

Thursday, June 6, 2013

Who am I?

Posted by *Delwar Sayeed* *at Thursday, June 6, 2013 9:57:56 AM EDT*
Last Edited:Thursday, June 6, 2013 10:10:26 AM EDT

I'm an Instructional Technology trainer living in New York, USA.
My career in Instructional Technology began when I started working for the
Center for Teaching and Learning at LaGuardia Community College on
September 2001. Before working at LaGuardia, I studied for Associate's
degree in Programming and Systems. From September 2001 through July
2007, I held the positions of part-time Student Technology Mentor, part-time
Instructional Design Assistant, part-time Instructional Design Associate, and
full-time Instructional Design Consultant. After receiving my Bachelor's
degree in Computer Systems Technology from the New York City College of
Technology; I was promoted to Technology and Pedagogy Program
Associate.

I took a break from the Instructional Technology sector from August 2007 to
January 2013 for personal reasons. On February 2013 I joined the Center for
Teaching, Learning & Technology at Bronx Community College as the
Instructional Technology Training Assistant.

At LaGuardia Community College I facilitated several workshops per
semester delivered to both students and faculty, among which, ePortfolio and
Digital Storytelling were key topics. Other topics included audio & video
editing and using graphics & other software. At Bronx Community College
the workshops are mostly concentrated on Blackboard Course Management
System, Digication ePortfolio and MS Office, and the audiences are limited
to faculty and professional staff only.

Comment

Creating Journals in Blackboard

A journal is a self-reflective tool for students. Journals are private by default, meaning only the student and the instructor are able to view and comment on journal entries. However, journals can be made public by the instructor to allow other enrolled users to read the entries, though commenting is disabled. To allow users to comment on each other's reflections, the blog tool may be the more appropriate tool choice.

1. Click **Course Tools** on the **Control Panel**, and then select **Journals** on the expanded menu.
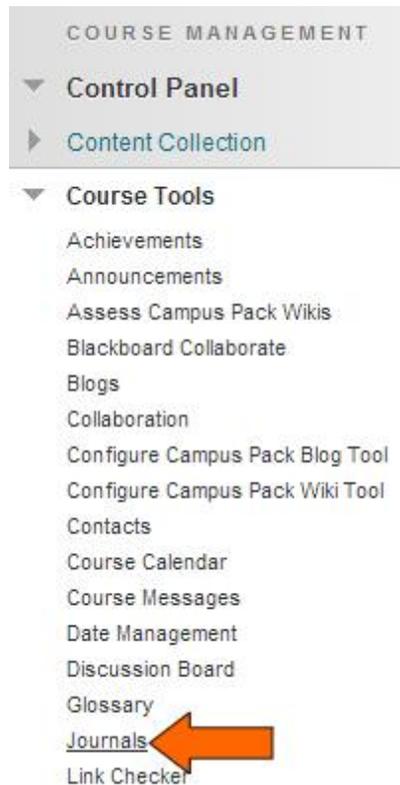
2. Click the **Create Journal** button.
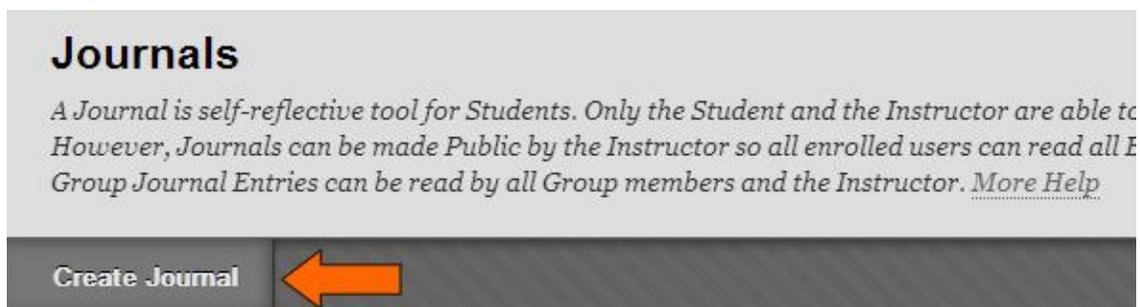
3. Provide the journal name. An optional text box is provided for instructions.
4. Set journal availability. New journal availability is set to **Yes** by default.
5. Limit journal availability by date and time, as needed. The **Display After** and **Display Until** boxes must be checked to limit availability.
6. Set indexing options to organize entries chronologically. All entries made within a single month will be grouped together by default. Weekly indexing is another option.

7. If desired, click to allow users to edit and delete entries they have already posted.
8. Click the checkbox to **Permit Course Users to View Journal** to allow students to view each other's journal entries. Only the author and instructor can post comments. Leaving this box unchecked creates private journals, which can only be viewed by the author and instructor.

9. Choose Grade Settings.

   a) To link a journal with the grade center, select the **Grade** option, then set points possible.
   b) By default, the **Needs Grading** symbol will be displayed in the grade center after every journal entry. If you require multiple entries for full credit, you can set the minimum number of entries to record before displaying a Needs Grading symbol.

10. Click **Submit** to create the journal.

Viewing Journals

1. Click **Course Tools** on the **Control Panel**, and then select **Journals** on the expanded menu.

2. Click the name of the Journal to view entries. The number of entries is listed, with new, unread entries clearly displayed.

3. **Journal Details** contains information about Author, Entries and Comments.
4. Select a user to view the corresponding journal by clicking the Left (**<**) or Right (**>**) arrow next to the student name.
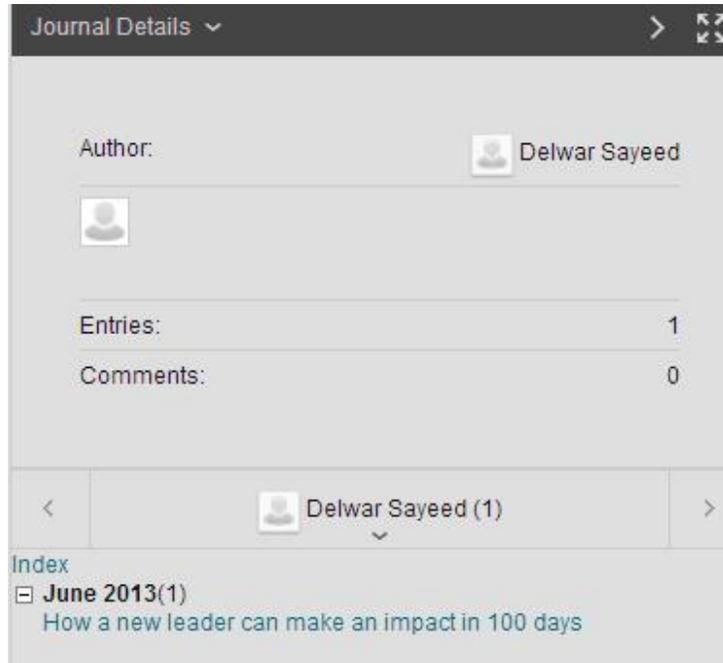
Note: Only users who have made entries are displayed by default. Check the **Show Empty Journals** checkbox to list all users, regardless of participation.

4. Click the **Comment** button to respond to a journal entry. Type your response and **Add**.
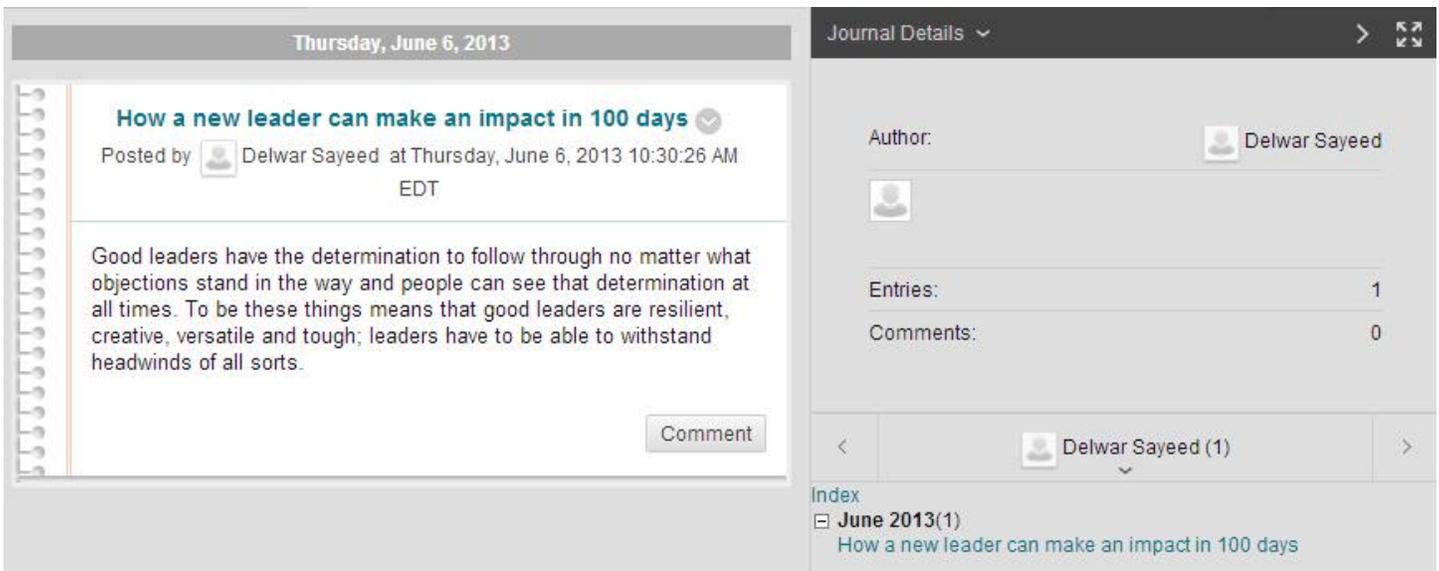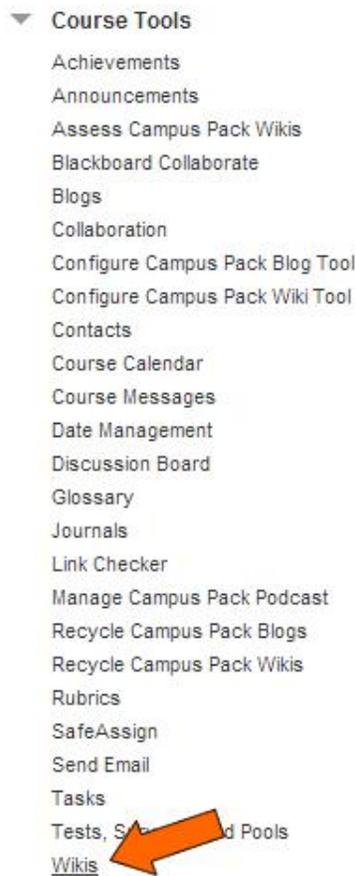
Using Blackboard Wiki Tool

A Blackboard Wiki is a place where students can collaborate to create and edit pages of content. Example uses include:

1. Creating a timeline of events
2. Creating a bibliography for a course or group project
3. Generating a glossary

How to Create a Wiki

1. In the **Control Panel**, expand the **Course Tools** section.
2. Select **Wikis**.

3. On the Wikis listing page, click **Create Wiki** in the Action Bar.
4. On the **Create Wiki** page, type a Name and, optionally, Instructions.
5. Be sure that **Open to Editing** is selected under **Student Access**.
6. To enable **Grading**, select the Grade option, then set Points possible. Set a Due Date for this assignment if you want.

7. Click **Submit**.

How to Create a Page in your Wiki

You can have any number of pages in your wiki, but the first one you create will be the "home page". You or any student can create the home page. Once created, this page can be edited, but not deleted.

1. On the **Wikis** listing page, select a wiki title.
2. On the wiki's topic page, click **Create Wiki Page** in the Action Bar.
3. On the Create Wiki Page, type a Name.
4. Type text in the Content text box. Format the text and add images, links, multimedia, Mashups, and attachments using the functions in the Text Editor.
5. Click **Submit**.

A Sample Wiki Entry

Wiki Instructions ⌃

Learn more about Lorem Ipsum.

Lipsum

Edit Wiki Content

Created By 👤 *Delwar Sayeed on Wednesday, June 5, 2013 2:31:12 PM EDT*
last modified by 👤 *Delwar Sayeed on Thursday, June 6, 2013 10:14:45 AM EDT*

What is Lorem Ipsum?
Lorem Ipsum is simply dummy text of the printing and typesetting industry. Lorem Ipsum has been the industry's standard dummy text ever since the 1500s, when an unknown printer took a galley of type and scrambled it to make a type specimen book. It has survived not only five centuries, but also the leap into electronic typesetting, remaining essentially unchanged. It was popularised in the 1960s with the release of Letraset sheets containing Lorem Ipsum passages, and more recently with desktop publishing software like Aldus PageMaker including versions of Lorem Ipsum.

Where does it come from?
Contrary to popular belief, Lorem Ipsum is not simply random text. It has roots in a piece of classical Latin literature from 45 BC, making it over 2000 years old. Richard McClintock, a Latin professor at Hampden-Sydney College in Virginia, looked up one of the more obscure Latin words, consectetur, from a Lorem Ipsum passage, and going through the cites of the word in classical literature, discovered the undoubtable source. Lorem Ipsum comes from sections 1.10.32 and 1.10.33 of "de Finibus Bonorum et Malorum" (The Extremes of Good and Evil) by Cicero, written in 45 BC. This book is a treatise on the theory of ethics, very popular during the Renaissance. The first line of Lorem Ipsum, "Lorem ipsum dolor sit amet..", comes from a line in section 1.10.32.
The standard chunk of Lorem Ipsum used since the 1500s is reproduced below for those interested. Sections 1.10.32 and 1.10.33 from "de Finibus Bonorum et Malorum" by Cicero are also reproduced in their exact original form, accompanied by English versions from the 1914 translation by H. Rackham.

Comment

Wiki Details ⌄   › ⤢

Number of Wiki Pages: 1

Number of Comments: 0

Creation Date: 6/5/13 2:30 PM

HISTORY OF LOREM IPSUM
🏠 Lipsum ⌄