

Blackboard Support Outside the Box: Going Beyond Blackboard Workshops



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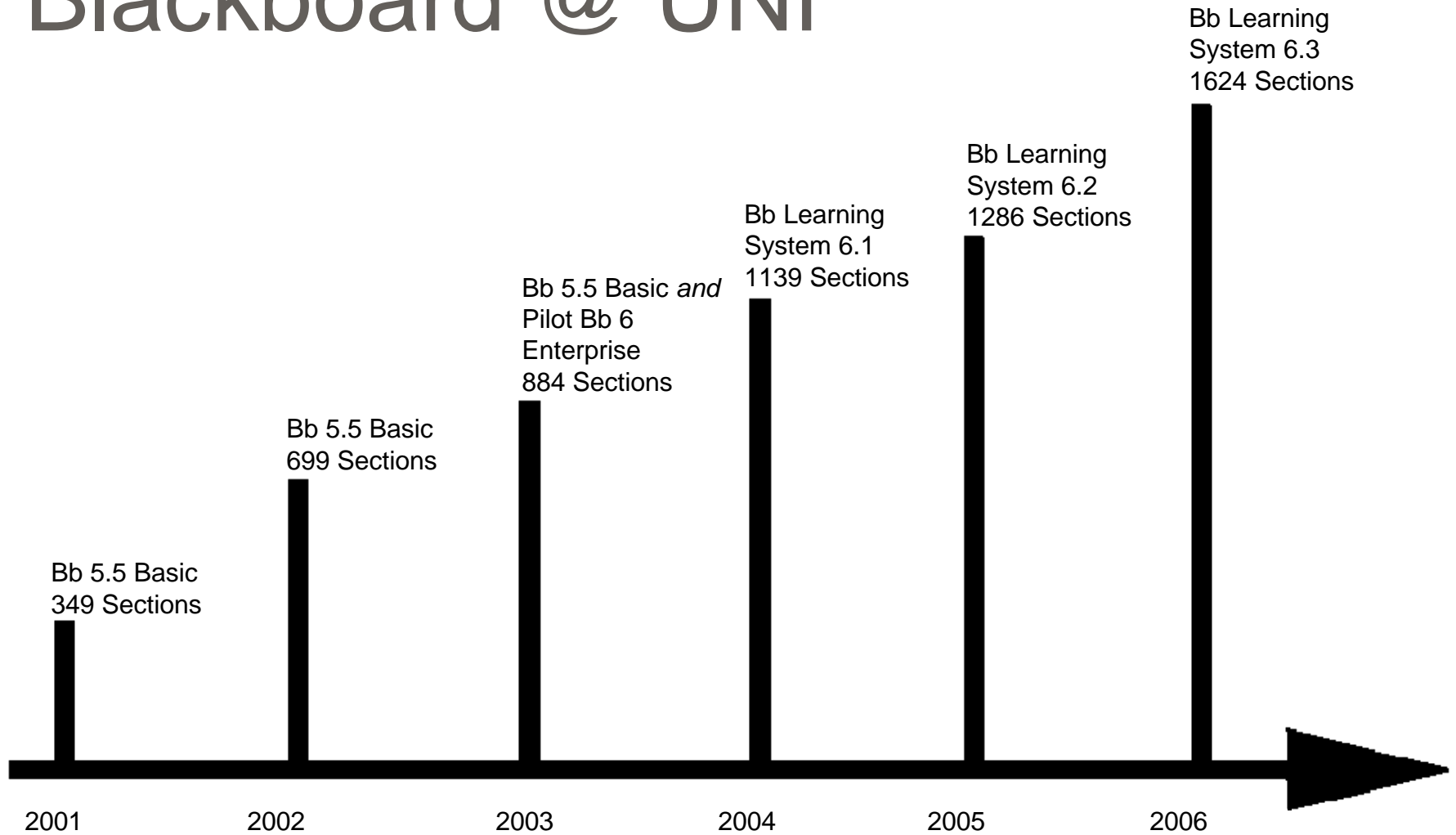
- ✎ Comprehensive state university
- ✎ 15,420 Students (Fall05)
- ✎ Degrees offered include:
 - 50 Undergraduate degree programs, with 115 areas of concentration
 - 26 Graduate degree programs, with 65 areas of concentration
 - 1 Doctoral program

Center for Instruction and Research Technology

- ✎ **Mission:** CIRT offers expertise, resources, and training to faculty in ways that enable them to develop greater capacities for using technology, especially electronic and computer-assisted technologies, for teaching and research.
- ✎ **Open to all faculty and graduate teaching assistants.**



Blackboard @ UNF



Blackboard Workshops

Courses Offered:

- ✦ Blackboard 101
- ✦ Assessments, Pools & Surveys
- ✦ Digital Dropbox & Assignment Manager
- ✦ Discussion Board
- ✦ Gradebook & Course Statistics
- ✦ New Blackboard Features
- ✦ Using Images & Multimedia with a Course
- ✦ Incorporating Audio & Video in a Course

http://www.unf.edu/dept/cirt/bb/bb_wrkshp_instr.htm

Blackboard Workshops

✦ Course Calendar –offered twice an academic year - Fall and Spring (Blackboard Week)

http://www.unf.edu/dept/cirt/bb/bb_wrkshp_instr.htm

✦ New Faculty Orientation

✦ Atmosphere

- Collaborative, Relaxed
- Small Group Sessions with Laptops

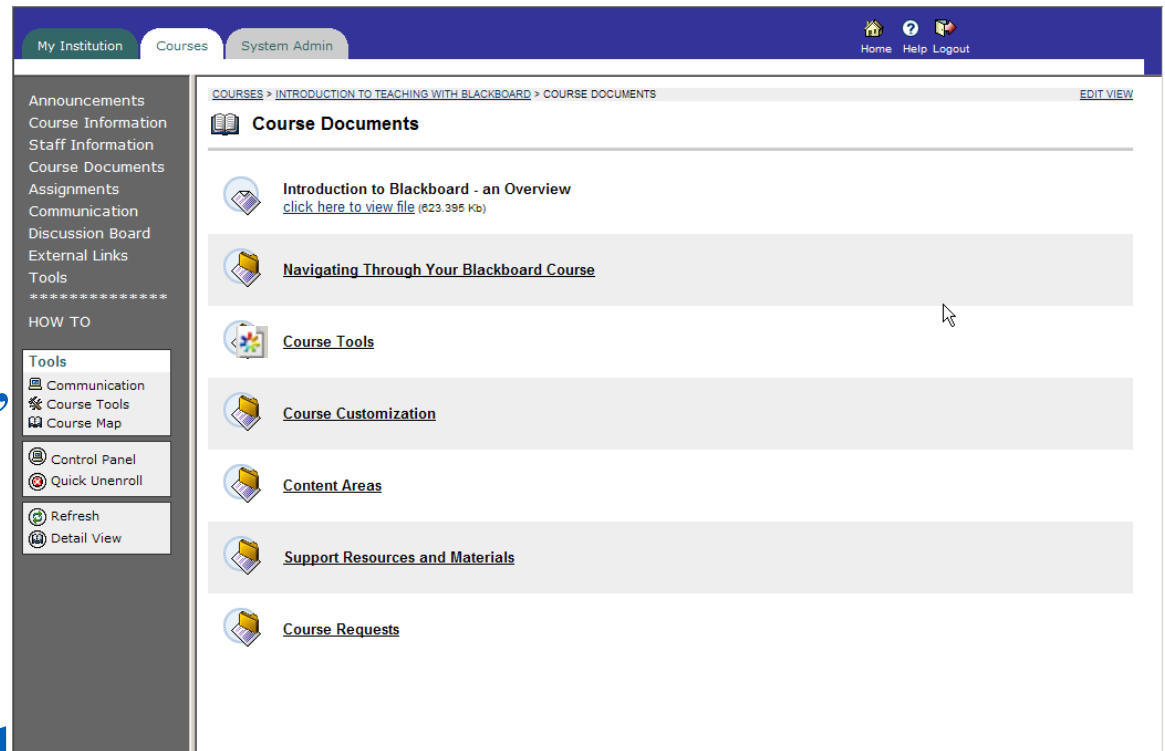


Problems Encountered

- ✎ Scheduling Conflicts
- ✎ Adjunct support
- ✎ After-hours support
- ✎ Varying levels of technology familiarity among workshop participants

Online Introduction to Teaching with Blackboard Course

- ✦ Asynchronous.
- ✦ Designed for instructors teaching enhanced, hybrid, or distance term-based courses.
- ✦ 28 faculty currently enrolled in the course.



The screenshot shows the Blackboard course interface. At the top, there are navigation tabs for 'My Institution', 'Courses', and 'System Admin'. The 'Courses' tab is active. The breadcrumb trail reads 'COURSES > INTRODUCTION TO TEACHING WITH BLACKBOARD > COURSE DOCUMENTS'. The main content area is titled 'Course Documents' and lists several items:

- Introduction to Blackboard - an Overview** (click here to view file (623.395 Kb))
- Navigating Through Your Blackboard Course**
- Course Tools**
- Course Customization**
- Content Areas**
- Support Resources and Materials**
- Course Requests**

On the left side, there is a sidebar menu with the following items:

- Announcements
- Course Information
- Staff Information
- Course Documents
- Assignments
- Communication
- Discussion Board
- External Links
- Tools
- *****
- HOW TO
- Tools
 - Communication
 - Course Tools
 - Course Map
- Control Panel
- Quick Unenroll
- Refresh
- Detail View

Online Introduction to Teaching with Blackboard Course Agenda Topics

- ✦ Requesting and managing courses
- ✦ Setting up and customizing courses
- ✦ Creating and organizing content
- ✦ Communicating with students
using course tools such as e-mail and
announcements

Online Introduction to Teaching with Blackboard Course Development

- ✦ Agenda topics adapted from the Blackboard 101 workshop agenda.
- ✦ Materials presented through HTML items, Learning units, Assessments, and Assignments.
- ✦ *How To* section developed using PDFs from the Blackboard Instructor's Manual.

Web Resources

 [Frequently Asked Questions](#)


 [Blackboard Tools Glossary](#)

 [New Features Tutorials](#)



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[Blackboard Instructor Guide.](#)

[How do I prevent students from printing tests?](#)

[How do I prevent students from printing or copying tests?](#)

[How do I read my Blackboard email?](#)

[How do I hide a course or courses from my list of courses?](#)

[How can I make Word and other Microsoft Office Documents open in the program that created them instead of the Blackboard web page?](#)

[How do I copy content from one course into another?](#)

[My course is unavailable. How do I make it available?](#)

[How do I change the look of my Course Menu?](#)

Development of Web Resources

Sources –

- Bb6 Instructor's Guide
- [Blackboard Quick Tutorials](#)

Software –

- Camtasia Studio
- Snag It
- Dreamweaver
- Real Producer Plus
- Real Streaming Server

Frequently Asked Questions

<http://www.unf.edu/dept/cirt/bb/faq.html>



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Frequently Asked Questions

- ✎ Questions compiled from ITS FAQ and faculty questions.
- ✎ Questions divided into 9 categories: Assessment, Communication, Course Materials, Settings, Error Messages, General, Gradebook, Semester Tasks, Students.
- ✎ JavaScript used to hide questions.

Blackboard Tools Glossary

<http://www.unf.edu/dept/cirt/bb/tools.html>



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HELPFUL RESOURCES>BLACKBOARD>BLACKBOARD TOOLS GLOSSARY>DISCUSSION GRADER

The Discussion Grader is a new feature in Blackboard that simplifies the process of evaluating and grading a student's participation in discussion board forums. The Discussion Grader creates a connection between a discussion board forum and a gradebook item.

Instructors access the Discussion Grader through the Course Tools section of the Control Panel:

Course Tools	
Announcements	Digital Dropbox
Course Calendar	Glossary Manager
Staff Information	Advanced Group Management
Tasks	Online Journal
Send Email	Link Checker
Discussion Board	Add Users by Role
Collaboration	Discussion Grader

The Discussion Grader compiles the postings of individual students (with various statistical data) on a single web page. The instructor assigns a grade for the discussion board forum at the bottom of the page. The grade is automatically recorded in the designated gradebook item.

Discussion Grader: Guest1 esoles

1 Review Author/Forum Information

Current Forum	Discussion #1
Author	Guest1 esoles <esoles@unf.edu>
Course	DEV.ESOLES.01
Messages Posted	[1 Original, 0 Replies]

2 Evaluate Discussion Participation

Blackboard Tools Glossary

- ✦ Tools include: Course Tools, Building Blocks, and Content Types.
- ✦ Each tool listing includes a brief description of the tool and information to locate the tool in Blackboard.

New Features Tutorials

http://www.unf.edu/dept/cirt/bb/new_features.html



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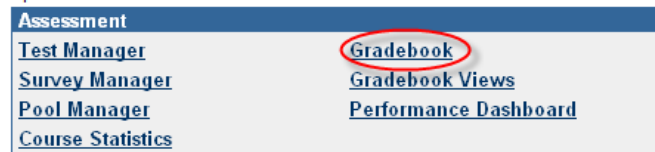
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HELPFUL RESOURCES>BLACKBOARD>APPLICATION PACK 3>GRADEBOOK
NULL

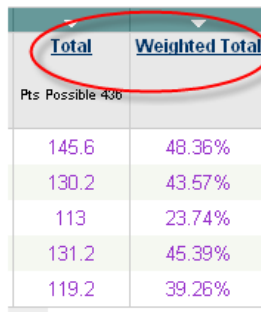
Set the Total or Weighted Total to Ignore Ungraded Items:

1. Open the Gradebook.




Assessment	
Test Manager	Gradebook
Survey Manager	Gradebook Views
Pool Manager	Performance Dashboard
Course Statistics	

2. Click Total or Weighted Total. After setting one to ignore or include ungraded items, be sure to set the other one.



Total	Weighted Total
Pts Possible 430	
145.6	48.36%
130.2	43.57%
113	23.74%
131.2	45.39%
119.2	39.26%

3. Click Item Information.

 **Item Options: Weighted Total**

► [Item Detail](#)

[View detailed statistics for the Gradebook item](#)

New Features Tutorials

- ✎ This section began with the upgrade to Bb6 App Pack 3.
- ✎ Brief descriptions of each new feature are listed with a link to more information.
- ✎ A combination of screen shots and screen captures demonstrate how each new feature functions in Blackboard.

Future Development

- ✦ Blackboard 7 New Features
- ✦ Online Gradebook Workshop
- ✦ Blackboard Instructor Resource Site Online
http://www.unf.edu/dept/cirt/bb/instructor_support.html
- ✦ Resources Available for Download
 - Technical Support Module
 - “UNF Module” HTML Template