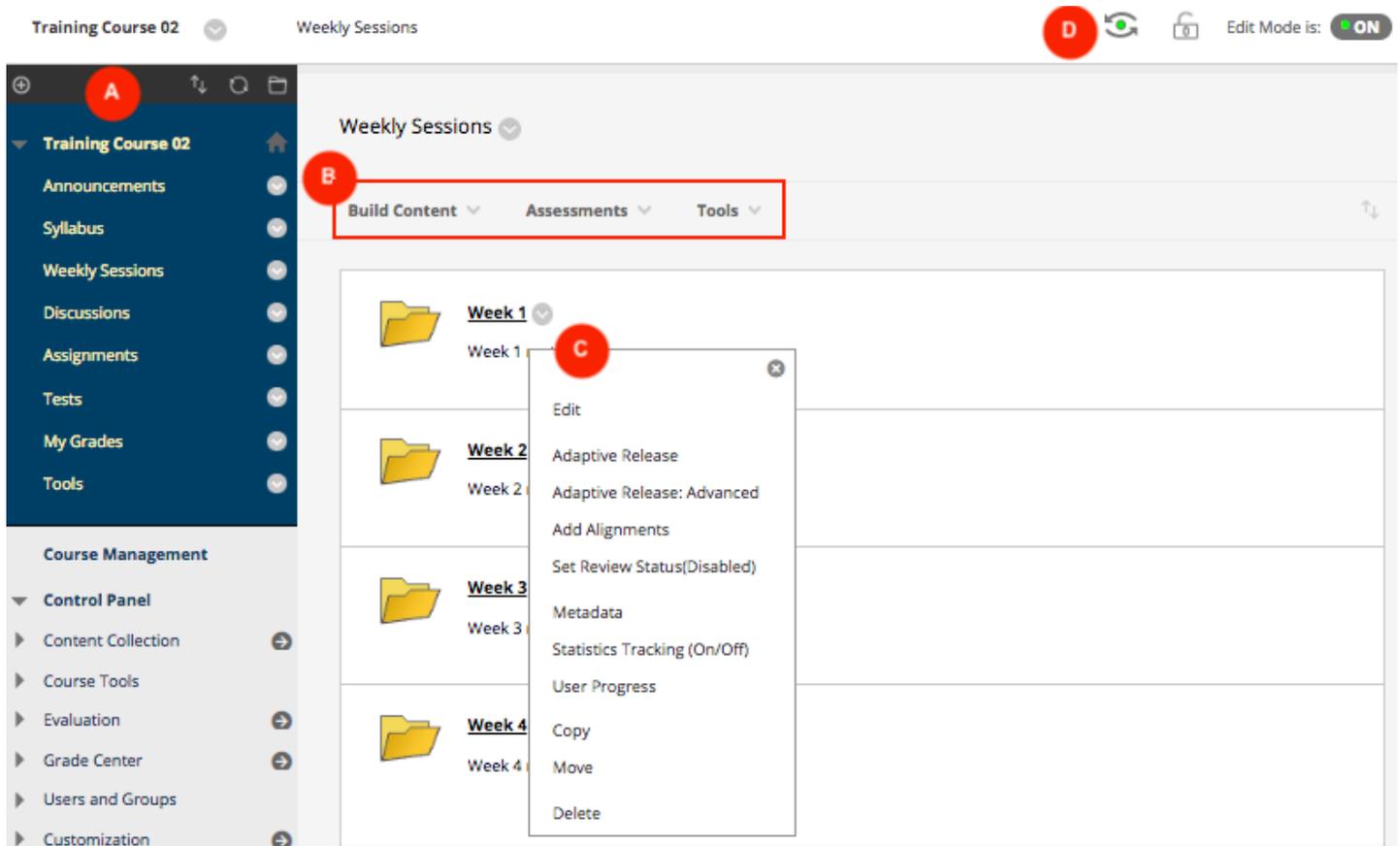


Creating Course Content – The Basics



A Course Menu: Students’ access point for all course content. Some links are included in the menu by default, but you can rename, delete, or add them as needed. To add links, click the plus sign in the top left corner. Types of content that can be added to the menu include:

- **Content Areas** (e.g., *Syllabus, Outline, etc.*) which can contain course materials like readings, videos, assignments, or quizzes.
- **Tool Links** (e.g., *Announcements, Discussions, etc.*) which are direct links to tools in the course.

B Action Bar: To begin adding content, click on the menu link where you want to add content and then select an option on the Action Bar (e.g., *Build Content, Assessments, Tools*). To add, delete, or modify content *Edit Mode* must be ON

C Options Menu : Click to show drop-down menus that provide additional actions associated with the item it is next to, like edit or delete.

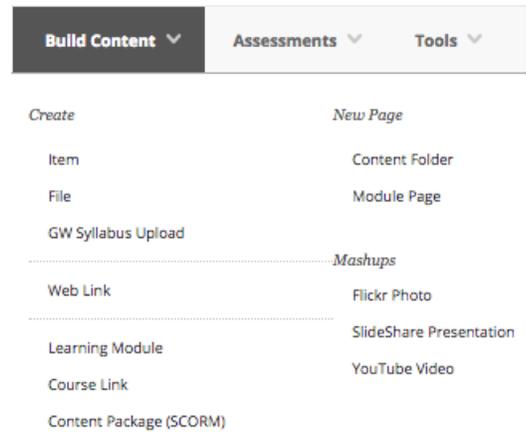
D Student Preview Mode: Click to view your course from the student’s perspective.

Types of Course Content

Within a Content Area you can add a variety of content, such as files, multimedia, tests, assignments, links to websites, and much more.

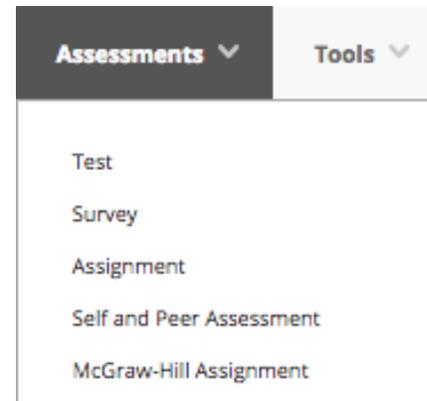
Build Content

- **File and Item:** Create a link to a single file or present a combination of content using an Item. With an Item, you can attach files and use the content editor to format text, attach files, embed multimedia, and insert links.
- **Content Folder:** Add a series of subfolders within the Content Area for greater organization.
- **Mashups:** Search for and embed YouTube videos and other multimedia content.



Assessments

- **Test:** Create tests with question types such as Multiple Choice, True/False, Fill in the Blank, Matching, Essay, etc.
- **Survey:** Surveys are ungraded, anonymous tests. Use surveys to poll student opinion or conduct class evaluations.
- **Assignment:** Create Assignments to collect student papers in Blackboard and provide grades and feedback to each student or group. You can also enable the SafeAssign feature to assist with detecting plagiarism and help students learn to correctly cite sources.



Tools

- Provide links to tools near related content.

For example, if you want students to read something and then participate in a discussion, you can add a File for students to read and then in the same area add a Tool Link to the Discussion Board for easy participation.

