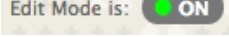


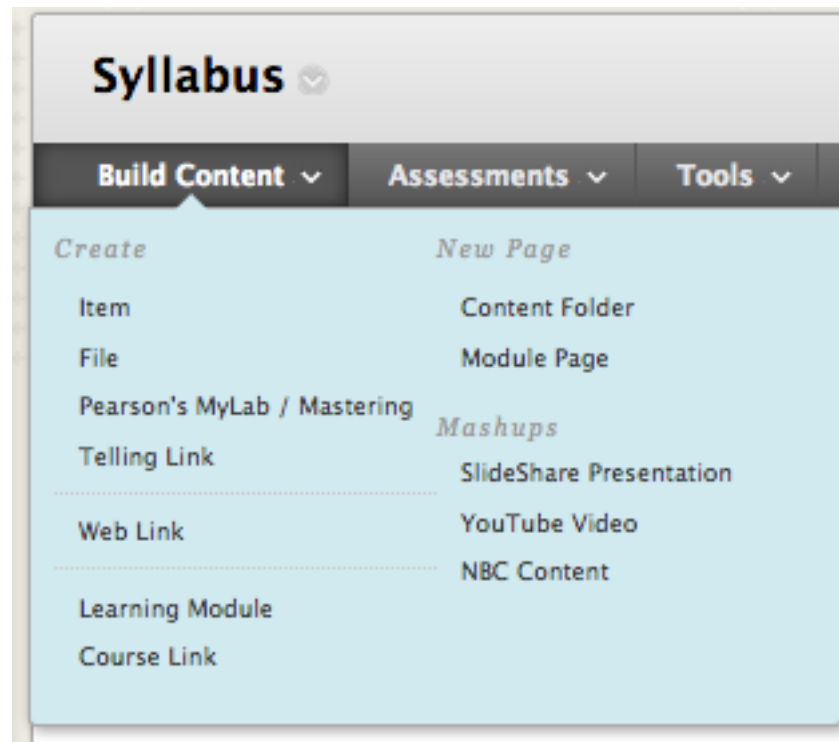
Adding Course Materials in Blackboard

Course Materials, the basics

- **Edit Mode:** Once you click into your course, Edit Mode  will be on by default. By turning Edit Mode off, you see the course as your students do.

- **Content Creation:** On the course menu, click on one of your Content Area buttons (such as Syllabus, Outline, etc.) and you will see content creation tools shown in the screenshot below. All actions related to adding content are available from this page.

- **Action Buttons:** Click one of the action buttons (Build Content, Create Assessment or Add Interactive Tool) to continue.



Build Content (highlighted above):

- Create rich multimedia content for your course using files from your local computer (Word, PowerPoint, photos, etc.) or copy and paste materials into the editing box provided.
- Add a series of subfolders within the Content Area for greater organization.
- Embed web videos and images onto the Content Area using Mashups.

Create Assessment: Set up Tests, Surveys, Assignments, and SafeAssignments.

Add Interactive Tool: Add collaborative tools, such as Discussion Boards, Blogs, Wikis, Group communications, etc.