





# Blackboard Learn



Below are instructor resources for Blackboard Learn 9.1. Student resources are available on the [Student Orientation & Resources area](#).

<p>Technical Issues and Fixes</p>	<ul style="list-style-type: none"> <li>• <a href="#">Course menu is all black</a></li> <li>• <a href="#">Can't create short answer or essay test questions</a></li> <li>• <a href="#">Embed a YouTube Video into Blackboard</a></li> <li>• <a href="#">Add Help &amp; Resources modules to course</a></li> <li>• <a href="#">Add Help for Instructors modules to course</a></li> <li>• <a href="#">Add Help Desk Information module to course home page</a></li> <li>• <a href="#">Add College of Nursing Resources module to course</a></li> <li>• <a href="#">Overview of Changes to Assignment Grading View</a></li> </ul>
<p>New Instructor Course Template</p>	<ul style="list-style-type: none"> <li>• <a href="#">Welcome</a></li> <li>• <a href="#">Weekly/Unit Content</a></li> <li>• <a href="#">Other Tools</a></li> </ul>
<p>Menu and Navigation</p>	<ul style="list-style-type: none"> <li>• <a href="#">Student Preview</a></li> <li>• <a href="#">Create Content Area</a></li> <li>• <a href="#">Build Content Menu</a></li> <li>• <a href="#">Create an Item</a></li> <li>• <a href="#">Upload files</a></li> <li>• <a href="#">Download Your Course Files</a></li> <li>• <a href="#">The Course Management Panel</a></li> <li>• <a href="#">The Edit Mode</a></li> <li>• <a href="#">Add Items to Course Menu</a></li> <li>• <a href="#">Hide and Show Course Menu Items</a></li> <li>• <a href="#">Moving and Copying Items</a></li> <li>• <a href="#">Creating Announcements in Your Course</a></li> </ul>
 <p>Assignments</p>	<ul style="list-style-type: none"> <li>• <a href="#">Create Assignments</a></li> <li>• <a href="#">Edit Assignment</a></li> <li>• <a href="#">Create SafeAssignment</a></li> <li>• <a href="#">Grading Assignments</a></li> <li>• <a href="#">Delete Assignment</a></li> <li>• <a href="#">Grade Assignment Anonymously</a></li> <li>• <a href="#">Student's Assignment Shows as In Progress or Needs Grading</a></li> <li>• <a href="#">Viewing SafeAssign Originality Reports</a></li> </ul>
 <p>Blogs</p>	<ul style="list-style-type: none"> <li>• <a href="#">Accessing the Blogs Tool</a></li> <li>• <a href="#">Create a Blog</a></li> <li>• <a href="#">Create a Blog Entry</a></li> <li>• <a href="#">Delete Blog</a></li> <li>• <a href="#">Grading Blog Entries from Blogs Tool or Needs Grading</a></li> <li>• <a href="#">Grade Blog Entries in Grade Center</a></li> <li>• <a href="#">Edit Blog Settings</a></li> </ul>
 <p>Calendar</p>	<ul style="list-style-type: none"> <li>• <a href="#">Calendar tips and videos</a></li> </ul>

 <p>Discussions</p>	<ul style="list-style-type: none"> <li>• Create Discussion Forum</li> <li>• Create Discussion Thread</li> <li>• Create forum links for group discussions</li> <li>• Create forum link</li> <li>• Allowing Email Subscriptions in Discussion Forums</li> <li>• Student's Discussion Forum Shows as In Progress or Needs Grading</li> </ul>
<p>Grade Center</p>	<ul style="list-style-type: none"> <li>• Calculate final letter grades <ul style="list-style-type: none"> <li>• Organize Grade Center columns</li> <li>• Set up grading categories</li> <li>• Edit grading schemas</li> <li>• Set up weighted total columns</li> <li>• Create letter grade column</li> </ul> </li> <li>• Import grades to SPIRE <ul style="list-style-type: none"> <li>• Set column as external grade</li> </ul> </li> <li>• Check Student Access to Blackboard</li> <li>• Download grade center columns</li> <li>• Upload grade center columns</li> <li>• Manually enter grades</li> <li>• Syncing Grade Center &amp; WileyPlus</li> </ul>
 <p>Groups</p>	<ul style="list-style-type: none"> <li>• Accessing the Groups Tool</li> <li>• Creating a Single Group</li> <li>• Creating Group Assignments</li> <li>• Creating Group Sets</li> <li>• Grading Group Assignments</li> <li>• Grading Group Blogs</li> <li>• Grading Group Discussions</li> <li>• Grading Group Journals</li> <li>• Grading Group Wikis</li> <li>• Group Tools: Discussions, Journals, Blogs &amp; Wikis</li> <li>• Resources for Groups:</li> </ul>
 <p>Journals</p>	<ul style="list-style-type: none"> <li>• Accessing the Journal Tool</li> <li>• Commenting on Journal Entries</li> <li>• Creating a Journal</li> <li>• Deleting a Journal</li> <li>• Editing Group Journal Settings</li> <li>• Grading Journal Entries</li> </ul>
<p>Library Services (Course Reserves)</p>	<ul style="list-style-type: none"> <li>• Creating a Link for Course Reserves</li> </ul>
<p>Retention Center</p>	<ul style="list-style-type: none"> <li>• Retention Center Features and Resources</li> </ul>
<p>Rubrics</p>	<ul style="list-style-type: none"> <li>• Adding Rubrics in Your Class</li> <li>• Creating a Rubric</li> <li>• How to Run a Rubric Evaluation Report</li> </ul>
 <p>Tests, Quizzes &amp; Surveys</p>	<ul style="list-style-type: none"> <li>• Creating a Test</li> <li>• Deploying a Test</li> <li>• Test Setup Best Practices</li> <li>• Create test using question set</li> <li>• Creating Exceptions for Exams/Tests/Quizzes</li> <li>• Student's Test Status Shows As In Progress or Needs Grading</li> <li>• Accessing the Test Tool</li> <li>• Grading Tests</li> <li>• Grading Tests Anonymously</li> <li>• Submitting a test/quiz attempt in progress</li> <li>• Setting Up Surveys in Blackboard</li> <li>• Deploying Surveys within Content Areas</li> <li>• Viewing the Survey Results</li> </ul>



### Wikis

- [Accessing the Wikis Tool](#)
- [Commenting on Wiki Pages](#)
- [Creating a Course Wiki](#)
- [Creating a Sign-up Sheet Using a Wiki](#)
- [Creating a Wiki Home Page](#)
- [Deleting Versions](#)
- [Editing Wiki Pages](#)
- [Grading Wikis from the Full Grade Center](#)
- [Grading Wikis from the Wikis Tool of the Needs Grading Page](#)
- [Viewing Page History](#)
- [Viewing Wiki Participation](#)

### Other Tools

- [Video Everywhere](#)