

Blackboard®

Blogs

Blogs consist of two elements:

- **Blog entries:** Text, images, links, multimedia, social media, and attachments added by course members.
- **Comments:** Remarks or responses to blog entries made by other course members, including the instructor.

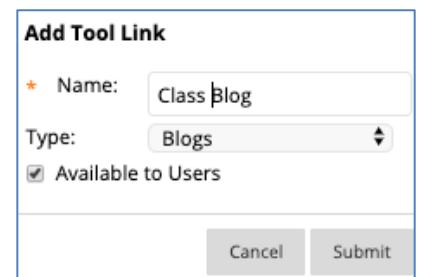
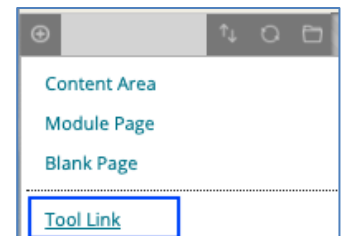
You can allow students to participate in blogs in three ways:

- **Course blogs:** You can create a course blog and choose the topic. All course members can add blog entries and comment on blog entries.
- **Individual blogs:** Students can add entries only to their own blogs. All other course members can view and add comments to it.
- **Group blogs:** If you enable the blogs tool for a group of users, they can perform these tasks:
 - Group members can add blog entries and make comments on blog entries, building upon one another.
 - All course members can view group blogs, but non-group members can only add comments.

Instructors have full control over all blogs in your course. You can edit and delete entries in any of the blog types. Instructors can also delete user comments.

Adding a Blog to a course:

1. Once inside your course, make sure Edit Mode (upper right corner) is 'On.'
2. Click the 'plus sign' at the top of the course menu and select 'Tool Link.'
3. Give the blog a name and choose 'Blogs' for the tool type. Check the box to make it available to users and click Submit.

A screenshot of the 'Add Tool Link' form in Blackboard. The form contains the following fields and options:

- Name:** A text input field containing 'Class Blog'.
- Type:** A dropdown menu with 'Blogs' selected.
- Available to Users:** A checked checkbox.
- Buttons:** 'Cancel' and 'Submit' buttons at the bottom right.

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Create Blog

- Once added to the course menu, click on the link to set up the blog.
- Click the 'Create Blog' button at the top of the screen.

- Give the blog a name and provide instructions for students.

* Name

Instructions
For the toolbar, press ALT+F10 (PC) or ALT+FN+F10 (Mac).

Post your answers to the prompt in this blog.

- Make the blog available for students and set availability restrictions if desired.

BLOG AVAILABILITY

Blog Availability Yes No

BLOG DATE AND TIME RESTRICTIONS

Limit Availability Display After
Enter dates as mm/dd/yyyy. Time may be entered in any increment.

Display Until
Enter dates as mm/dd/yyyy. Time may be entered in any increment.

- Select the type of blog participation.
Note: 'Individual to All Students' will enable each student to have their own blog page. 'Course' will create one blog for the entire course to share.

- Choose how to index blog entries and whether to allow users to edit and delete entries and comments.

BLOG DATE AND TIME RESTRICTIONS

Limit Availability Display After
Enter dates as mm/dd/yyyy. Time may be entered in any increment.

Display Until
Enter dates as mm/dd/yyyy. Time may be entered in any increment.

BLOG PARTICIPATION

Blog Type Individual to All Students Organization
 Allow Anonymous Comments

BLOG SETTINGS

Index Entries Monthly
Indexing will organize entries by the chosen time-frame.


Weekly

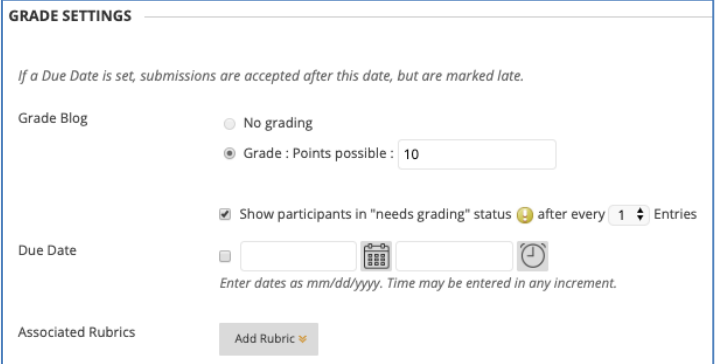
Allow Users to Edit and Delete Entries **If selected, students may delete or edit only their own comments or entries.**

Allow Users to Delete Comments

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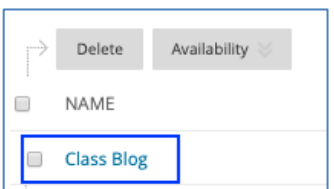
10. Select whether or not to grade the blog and enter a point value if needed.

Optional: Adjust the 'needs grading' status, and add an associated rubric if desired. The 'needs grading' status will cause the 'needs grading' symbol [ Needs Grading] to appear in the grade center after a student posts a set number of entries. For example, if you want to grade the blog after each student has posted three entries, instead of after every entry, adjust the setting to '3.' **Note:** If you decide to grade the blog, keep in mind that it is graded as a 'whole' and not by individual entry. Please see the 'Grading a Blog' section in this tutorial for more details.



Creating a Blog Entry:

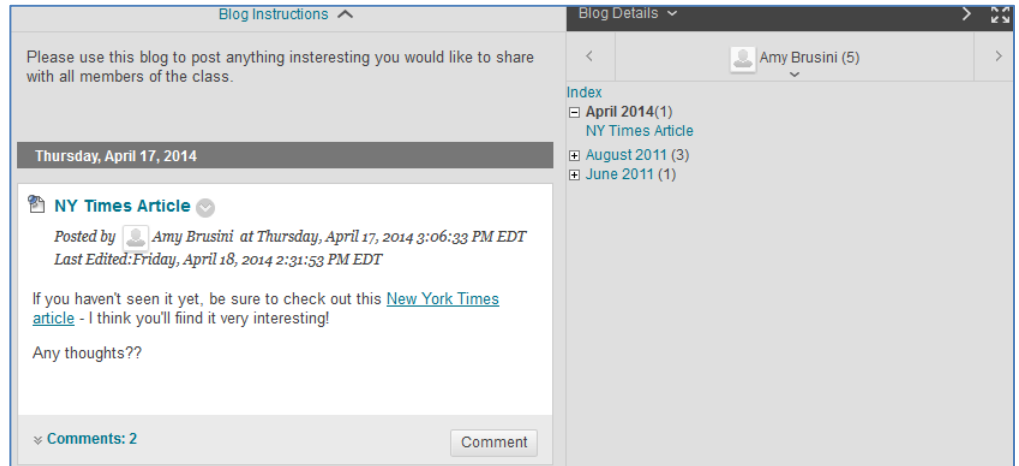
1. Navigate to the list of blogs and click one to open it.
2. Click the 'Create Blog Entry' button at the top.
3. Enter a title and the entry message. The html editor can be used to create links, add images, add attachments, etc.

New York Times article - I think you'll fiind it very interesting! Any thoughts??' The rich text editor includes options for Paragraph, Arial, 3 (12pt), and various formatting tools." data-bbox="160 612 929 819"/>

4. Attach files if desired, and click Post Entry.

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5. The new entry is added to the blog.



The screenshot shows a Blackboard blog interface. At the top, there are tabs for "Blog Instructions" and "Blog Details". The main content area displays a post from "Thursday, April 17, 2014" titled "NY Times Article" by Amy Brusini. The post text includes a link to a New York Times article and asks for thoughts. A "Comment" button is visible at the bottom right of the post. The right sidebar shows an "Index" with links to "April 2014 (1)", "August 2011 (3)", and "June 2011 (1)".

Adding a Comment to a Blog:

Students and instructors can add comments to each other's blog entries and existing comments.

1. Navigate to the blog entry you want to comment on and click the 'Comment' button.



The screenshot shows a Blackboard blog interface for "Thursday, May 9, 2019". The post is titled "What did you think of the NYT story?" by MARY TALALAY. The post text asks "I found it very apropos to our content this week. What did you think?". A "Comment" button is highlighted with a blue box at the bottom right of the post.

2. Type in the comment and click 'Add' when finished.



The screenshot shows the Blackboard comment form. The title is "Comment". The text area contains the comment: "I read the NYT story, but felt that the Wall Street Journal's article was more thorough and informative." Below the text area is a checkbox labeled "Comment on Entry as Anonymous" which is unchecked. At the bottom right, there are "Cancel" and "Add" buttons, with the "Add" button highlighted by a blue box.

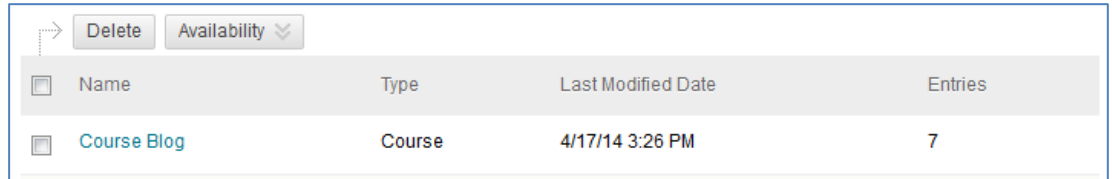
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Grading a Blog

Blackboard blogs can be graded. If you choose to grade a blog, Blackboard will automatically create a column with the blog's name in the grade center.

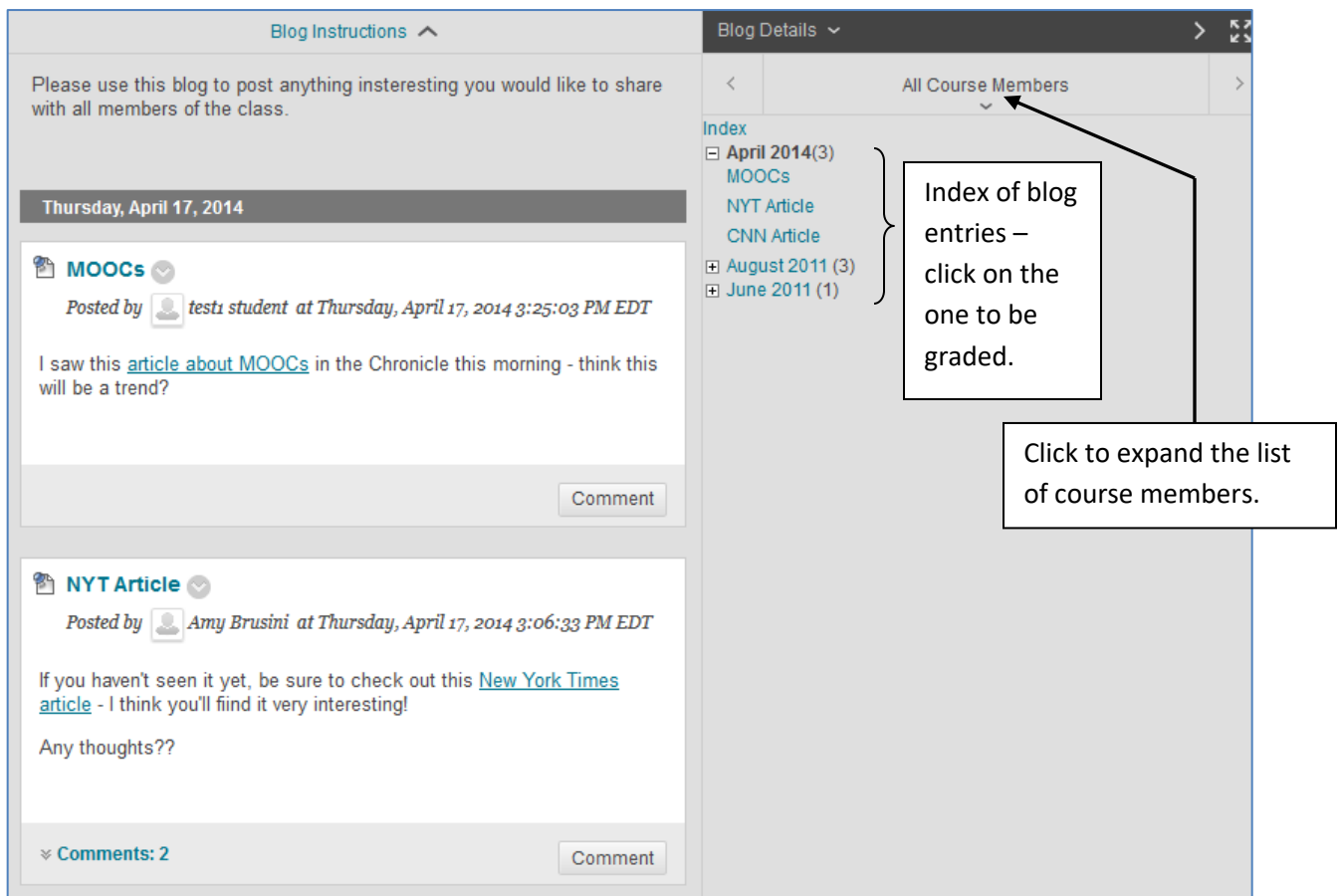
Note: The grading feature in the blogs tool allows you to add/edit a grade for the blog as a whole – not for each individual entry. (I.e. Blackboard creates **one column** in the grade center for the blog – not multiple columns for each blog entry.) If you want to enter a separate grade for each blog entry, you will need to manually create your own columns in the grade center.

1. Navigate to the list of blogs and click on the one to be graded.



| Name | Type | Last Modified Date | Entries |
|-------------|--------|--------------------|---------|
| Course Blog | Course | 4/17/14 3:26 PM | 7 |

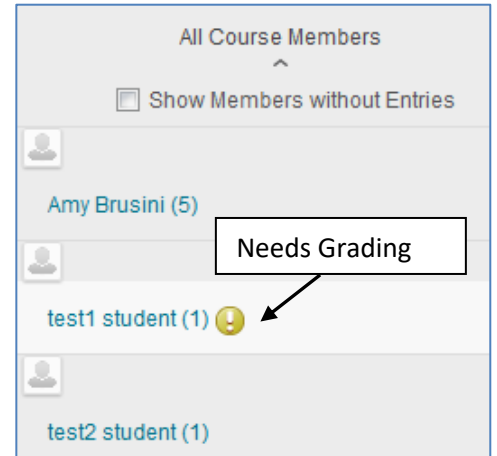
2. Blog entries will be listed in the center with an index of entries on the right side of the screen. If not already displayed, click on the indexed entry you wish to grade. Next, click the 'All Course Members' link above the index to expand the list of students.



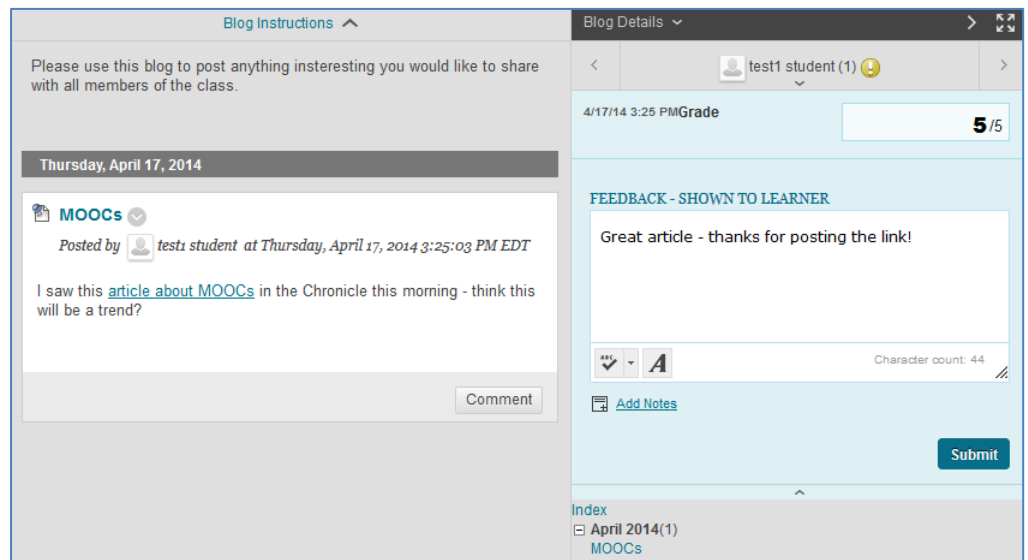
The screenshot shows the Blackboard interface for a blog. On the left, there are two blog entries: one titled 'MOOCs' posted by 'test1 student' and another titled 'NYT Article' posted by 'Amy Brusini'. On the right, there is an 'Index' section with a tree view showing 'April 2014 (3)' (containing 'MOOCs', 'NYT Article', and 'CNN Article'), 'August 2011 (3)', and 'June 2011 (1)'. Above the index is a link for 'All Course Members'. Two callout boxes provide instructions: one points to the index with the text 'Index of blog entries – click on the one to be graded.', and another points to the 'All Course Members' link with the text 'Click to expand the list of course members.'

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- Once the list of students has been expanded, you'll notice a yellow exclamation point symbol next to the names of students who have not yet been graded. In the example below, test1_student has not been graded.



- Click on the student's name to view only his/her blog entries. Enter the grade, any feedback to the student (optional), and any grading notes for yourself (optional.) Click Submit.

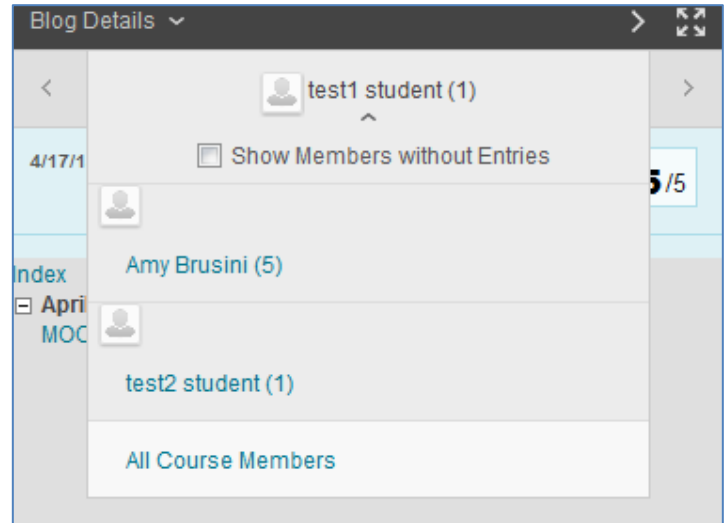


- The grade will be automatically entered into the Blackboard grade center.

| <input type="checkbox"/> | Last Name | First Name | Username | Course Blog |
|--------------------------|-----------|------------|---------------|-------------|
| <input type="checkbox"/> | student | test1 | test1_student | 5.00 |
| <input type="checkbox"/> | student | test2 | test2_student | 5.00 |
| <input type="checkbox"/> | student | test3 | test3_student | -- |

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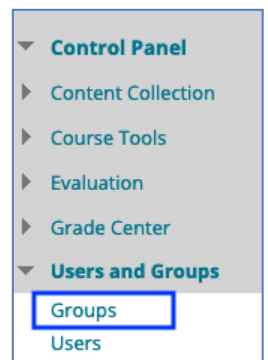
- From the blogs page, if you would like to go back and view other students' entries, click the current student's name to expand the selection. Next, select another student or select 'All Course Members' to view all posts by all students.



Grading a Group Blog

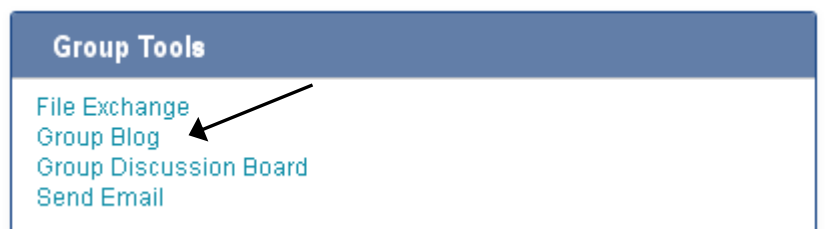
Group blogs can be graded in two ways: one grade can be given for all members of the group, or individual grades can be given to each member of the group.

- To grade a group blog, navigate to the Control Panel > Users and Groups > Groups.
- Click the name of the group to be graded. In this example, we'll select Group 2.



- Select 'Group Blog' from the Group Tools box.

| <input type="checkbox"/> | Name | Group Set | Enrolled Members |
|--------------------------|---------|-----------|------------------|
| <input type="checkbox"/> | Group 1 | - | 2 |
| <input type="checkbox"/> | Group 2 | - | 2 |



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4. Blog entries will be listed in the center and the grading pane will be to the right.

To give one grade for the entire group: Make sure the top of the grading pane reads 'All Group Members.' Fill in the grade and feedback for students (optional) as well as any grading notes for yourself (optional). Click 'Submit' and the grade will be automatically entered into the grade center, filled in for all group members.

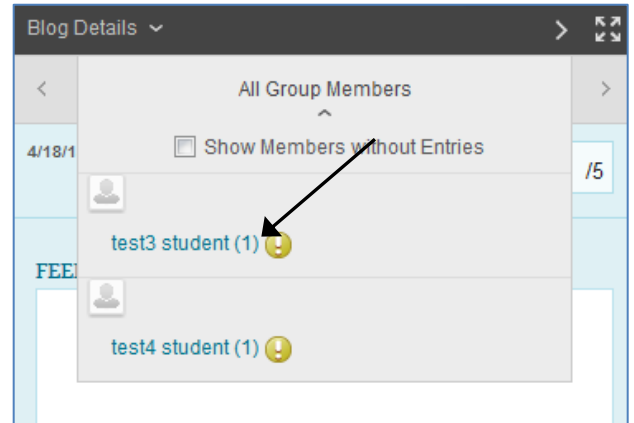
This grade and feedback will go to all group members.

The screenshot displays the Blackboard interface for a blog post. On the left, the blog post titled "Garden image" is shown, posted by "test4 student" on Friday, April 18, 2014. The post includes a photograph of a vegetable garden. Below the post is a "Comment" button. To the right, the "Blog Details" pane is visible, showing the grading options. A red box highlights the "All Group Members" dropdown menu. The grade field is set to "5/5". Below the grade field, there are sections for "FEEDBACK - SHOWN TO LEARNER" and "GRADING NOTES - PRIVATE", each with a text input area and a character count. A "Submit" button is located at the bottom of the grading pane. At the bottom of the page, there is an "Index" section with links to "April 2014(2)", "Garden image", and "Field trip".

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To grade each group member individually: Click the 'All Course Members' link above the index of entries to expand the list of students. You'll notice a yellow exclamation point symbol next to the names of students who have not yet been graded. Click on a student's name to view only his/her blog entries.

In this example, we have selected to view test3_student's entry. Fill in the grade and feedback for the student (optional) as well as any grading notes for yourself (optional). Click 'Submit' and the grade will be automatically entered into the grade center, filled in for only this particular student.



This grade and feedback will go to only this particular student.

Friday, April 18, 2014

Field trip

Posted by test3 student at Friday, April 18, 2014 10:11:25 AM EDT

Our group really enjoyed the field trip. Here is one of our favorite pictures as we toured the gardens:

Comment

Blog Details

test3 student (1)

4/18/14 10:04 AM Grade **5/5**

FEEDBACK - SHOWN TO LEARNER

Glad to hear you enjoyed the garden tour so much. This is a great shot!

Character count: 71

GRADING NOTES - PRIVATE

Character count: 0

Submit

To continue grading other students individually, again click the current student's name at the top of the grading pane to expand the list of students. Select the student you wish to grade.

