Blogs in Blackboard

A blog—a shorthand term that means web log—is a personal online journal that is frequently updated and intended for general public access and use.

Blogs can be used for short, regular writing assignments that students are sharing with classmates, such as reading responses or commentary on current events and trends.

In Blackboard Learn, blogs consist of two elements:

Blog entries: Text, images, links, multimedia, mashups, and attachments added by course members open for comments.

Comments: Remarks or responses to blog entries made by other course members, including the instructor.

Creating a Blog

- On the Control Panel, select **Course Tools →Blogs**.
- On the **Blogs** listing page, click **Create Blog** on the action bar.
- On the **Create Blog** page, type a **Name** for the blog.
- Type optional **Instructions** for the blog. Format the text and add images, links, multimedia, mashups, and attachments using the functions in the content editor, if needed. Attachments you add using the content editor can be launched in a new window and have alternate text added to describe the attachment. Any files you upload from your computer are saved in Course Files or the Content Collection in the top-level folder.
- For **Blog Availability**, select the **Yes** option to make it available to users.
- For **Blog Date and Time Restrictions**, you can set a blog to display on a specific date and time and to stop displaying on a specific date and time. Select the **Display After** and **Display Until** check boxes to enable the date and time selections. Use the pop-up **Date Selection Calendar** and **Time Selection Menu** to select dates and times or type dates and times in the boxes. Display restrictions do not affect the blog availability, only when it appears.
- In the **Blog Participation** section, select **Individual to All Students** or **Course**. Optionally, select **Allow Anonymous Comments** for individual blogs or **Allow Anonymous Entries and Comments** for course and group blogs.
- In the **Blog Settings** section, select **Monthly** or **Weekly Index Entries**.
  - Optionally, select the check box to **Allow Users to Edit and Delete Entries**.
  - Optionally, select the check box to **Allow Users to Delete Comments**.
- In **Grade Settings**, select **No grading** or the **Grade** option and type the number of **Points possible**. Points possible will apply to one or more entries made by the user to the blog topic. After you enable grading, a column is created automatically in the Grade Center. It is permanently gradable, and you cannot change the setting to **No grading**.
  - Optionally, select the check box for Show participants in needs grading status and from the drop-down list, select the number of entries required. Applying this setting will show the needs grading

icon in the Grade Center and place the entries in the queue on the **Needs Grading** page after the specified number of entries are made.

- Optionally, associate a rubric by hovering your cursor over **Add Rubric** to access the drop-down list. To learn more, see Using Rubrics.
- Click **Submit.**

Editing a Blog

- On the Blogs listing page, access a blog's contextual menu ⬇ and select **Edit**.
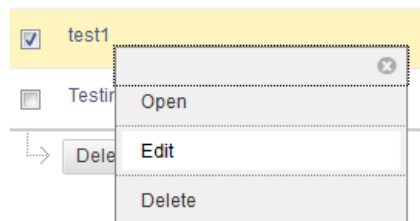
- On the **Edit Blog** page, make changes.
- Click **Submit**.

Deleting a Blog

If you no longer need a blog, you can delete it. Deleting a blog is permanent. On the Blogs listing page, select **Delete** from the blog's contextual menu and click **OK** when prompted for confirmation.

While deleting a gradable blog, the **Delete Confirmation** page appears. You need to perform extra steps to remove a gradable blog.

- On the **Blogs** listing page, access a blog's contextual menu ⬇ and select **Delete**.
- Click **OK** in the warning pop-up. The Delete Confirmation page appears. You have two options:
  - **Do not select check boxes**: The blog is deleted, but the Grade Center column and scores you have assigned are retained. For example, all student entries are graded and you want to keep the Grade Center column for the final grade calculations. If you delete a blog, yet retain the Grade Center column, you can delete that column from the Grade Center at any time.

o **Select the check boxes**: The grade column in the Grade Center and the blog are deleted. For example, if you do not want to include the grade column for the blog entries in the final grade, you can safely delete all.

- Click **Remove** to complete the deletion.