In this document, you will learn how to:

1. Create a blog.
2. Create pages in a blog.
3. Create Links in a blog.

What is a Blog Site?
Blog’s are malleable online spaces where your students can collaborate asynchronously. Students can post their documents, ideas, links and other media. All students or groups of students can edit pages to create a finished blog project. Content posted on to a blog can be commented on by anyone and graded by the instructor.

Potential uses for a Blog:
1. Break your class into groups and have each group create a Web site as a project.
2. Create one blog for each student, so they may create an electronic portfolio showcasing their work.

There are 2 Blog tools in Blackboard. This documentation will show you how to use Campus Pack Blogs.

<table>
<thead>
<tr>
<th>Campus Pack Blogs</th>
<th>vs</th>
<th>Blackboard Blogs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Active by default.</td>
<td>Posts are viewable for the length of the course.</td>
<td>Must be enabled by instructors.</td>
</tr>
<tr>
<td>Posts are viewable for the length of the course.</td>
<td>Will let you choose who has access to each blog.</td>
<td>Posts can no longer be viewed by the students 1 month after they have been posted.</td>
</tr>
<tr>
<td>Will let you choose who has access to each blog.</td>
<td>Can be made public and Permalinked; this means that they can be accessed without having to be enrolled in the Blackboard class, allowing guests to participate in a class discussion.</td>
<td>All blogs are public unless made for a specific group.</td>
</tr>
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<td>Can be made public and Permalinked; this means that they can be accessed without having to be enrolled in the Blackboard class, allowing guests to participate in a class discussion.</td>
<td>Personal Blog Sites must be created individually for each person participating.</td>
<td>Limited to Blackboard only and a person must log in to see them.</td>
</tr>
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<td>Grading must be done in the Grade Center.</td>
<td>Created for all users automatically.</td>
</tr>
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<td>Blogs in Plain English (from YouTube) <a href="http://youtu.be/NN2I1pWXjXI">http://youtu.be/NN2I1pWXjXI</a></td>
<td></td>
</tr>
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Course and Content Blogs
Learning Objects uses Course and Content Blogs. Below is a breakdown of the different features of each type of blog.

**What is a Course Blog?**
- A Course Blog is created when your Blackboard course site is initially created for you.
- This blog can be access from the Tools Menu in your Blackboard Course Site.
- Course Blogs cannot be copied from semester to semester, they are good for keeping track of work specific to the course.
- A Course can only have one Course Blog.
- Settings for these types of blogs can be changed via the Control Panel >> Course Tools >> Configure Campus Pack Blog.

**What is a Content Blog?**
- A Content Blog is created by the instructor of a Blackboard Site.
- These blogs are located in Content Areas of the course and made through the Add Interactive Tool button in a Content Area.
- Content Blogs can be copied from semester to semester; they are good for portfolios and content that you would like to carry into a new term.
- A course can have as many Content Blogs as desired.
To create a Blog:
1. Enter your course by clicking its name in the My Courses module.
2. In the Course Menu click on the content area where you would like your students to access the blog, i.e. in “Assignments”. Below we created a content area called Assignment Blogs.
3. Click on Add Interactive tool.
4. Click on Add Interactive Tool, then in the blue menu click on Campus Pack Blog.
5. In the Create Blog page, under Title, give your Blog a name.

- **Description** – message to your students of the project, can be used to post deadlines and information.
- **Deployment** – How many blogs should be created for this project.
  - Single Copy – One blog that all class members can use.
  - One Per Group – Multiple blog created based on groups created in Blackboard. All group members will have access to their blog.
  - One Per Person – Multiple blogs created, one per student in the class.
- **Create Grade Book Entry** – Checking this will create a column in the Grade Center for the assignment. If you are not having the system create the column for you, you can skip the next fields.
  - Entry Name – Name of column in Grade Center.
  - Points Possible – How many points the assignment will be graded out of.
  - Display Grades to Students – Checking this allows students to see their grades in this column.
6. Click **Add** to create your Wiki.

**Navigating your Blog:**

1. Click **View** to enter the Blog.

![Blog Assignment](image)

2. The Assignment Page will have two sections:
   - **Active Assignments** – Top list on this page. Students who have started their assignments will be listed here, along with their Last Activity date and if you have read their submission or not.
   - **Un-started Assignments** – Lower list on this page. Students are listed here who have not begun the assignment.

3. Click the link at the top of the Assignment Page. This is a link to make this Blog assignment available to students. **Single Copy Wikis are automatically available to students.**

![Blog Assignment](image)

4. In the blog:
• New sites created will have no entries in them.

5. Once Content has been added to your blog you will have more features added to the screen. At the top you will have Permalinks. Permalinks are links that can be used to access your blog from outside of Blackboard if your blog is public.
6. **Comments** are at the bottom of a blog entry and have a text box for you to submit comments to a page. Click **Add Comment** to submit a comment.

You can now add a subject and comment to the page. Click **Post** to add your message.

5. The page header contains information and links to modify the blog page:
   - **Edited by** - information on who last edited this page of the blog and the date and time it was last edited.
   - **Tags** - tags are keywords that can help organize the blog. Click **Edit** next to **Tags** to add tags to an entry.
   - **Edit** - edit allows you to edit the current entry you are viewing.
   - **Delete** - deletes the current entry.

6. The side bar, on the right of the page, contain additional tools and navigation:
   - **Add New Entry** - creates a new entry in the blog.
   - **Search Box** - allows you search text in the blog.
   - **Tags** - displays the tags for this page in the wiki.
   - **Calendar** - displays a calendar with a link on each date an entry was posted.
   - **Latest Activity** - shows who added or edited content in the blog you are viewing.
To create an Entry in your Blog:

1. To **Create** a new entry click on the **Add New Entry** button.

2. In the Pop-up give your new Entry a title and click **Continue**.

3. You can edit your title and add in your content to the entry page.
4. Click **Save & Exit** to complete the new page. You are now viewing the page that you have created.
Editing your Blog:

1. Click on the Edit link.

2. Edit your Entry and click Save & Exit.

Add links to your Blog

1. Click Edit in the toolbar.

2. Either highlight existing text to make into a link, or add text, then highlight it. Select the Insert Link button, which looks like a chain link, from the toolbar.
3. A popup window will appear with two choices:
   - **Link to an external web site**: Links to a Web site outside of Blackboard.
   - **Link to an Anchor**: links to an anchor tag within the blog.

**Link to an external Web site:**

An external Web site is any site outside of Blackboard.

1. In the **Insert Link** popup window, select **Link to an external web site**. In the box below, type the entire URL (including the http:// and www). If it’s a long URL, open it in a new window or tab, copy the URL, then paste it into this box.
2. Click **Insert** at the bottom of the popup.
3. The text you highlighted will look like a link. Click **Save** at the bottom of the page.
4. The link will have a small icon to its left to indicate that it’s an external link. Click on the link to test it out. It should link to the URL specified in Step 3.

**Add images to your blog**

1. Click **Edit** in the toolbar.

   **May 23, 2012**
   
   Posted by Pippi Longstocking on 5/23/2012 at 4:30 PM, EDT.
   Tags: None  (Edit)

2. Select the **Insert image** icon, which looks like a tree.

   Rather than a pedagogical versus andragogical divide, it would be interesting to explore an economic argument—or to bring

3. The **Insert Image** popup will appear.
   a. **To use an image from the internet**:
      i. Copy and paste its URL (Example: http://www.stonybrook.edu/logo.jpg) into the **Image URL** box.
      ii. Click **Insert**.
   b. **To use an image saved on your computer**:
      i. Click the image next to **Image URL**.
      ii. The Upload File popup will appear. Click **Browse**.
      iii. Locate the file on your computer, then click **Open**.
      iv. Click **Upload**, then **Insert**.
3. A popup window will appear with two choices:
   - Link to an external web site: Links to a Web site outside of Blackboard.
   - Link to an Anchor: links to an anchor tag within the blog.

Link to an external Web site:

An external Web site is any site outside of Blackboard.

1. In the Insert Link popup window, select Link to an external web site. In the box below, type the entire URL (including the http:// and www). If it's a long URL, open it in a new window or tab, copy the URL, then paste it into this box.

2. Click Insert at the bottom of the popup.

3. The text you highlighted will look like a link. Click Save at the bottom of the page.

4. The link will have a small icon to its left to indicate that it's an external link. Click on the link to test it out. It should link to the URL specified in Step 3.

Add images to your blog

1. Click Edit in the toolbar.

2. Select the Insert image icon, which looks like a tree.

3. The Insert Image popup will appear.
   a. To use an image from the internet:
      i. Copy and paste its URL (Example: http://www.stonybrook.edu/logo.jpg) into the Image URL box.
      ii. Click Insert.
   b. To use an image saved on your computer:
      i. Click the image next to Image URL.
      ii. The Upload File popup will appear. Click Browse.
      iii. Locate the file on your computer, then click Open.
      iv. Click Upload, then Insert.