Course Content

Blackboard allows you to create and organize instructional material for student access. Items can include folders for content organization, documents, multimedia or links.

Inserting Documents

1. Select a learning module.
2. Select the plus sign where you want to add content and choose Create.
3. Expand Course Content Items and choose Document.
4. Enter a document name. This document will serve as your page to insert and build instructional material.
5. Choose an option in the center of the screen to begin inserting content.

   Add Content – add on-screen text, attach files/images/videos, insert YouTube videos, and insert hyperlinks. The content editor allows you to insert text, URL links, images, or videos.

   Upload from Computer – upload an item saved locally on your computer

   Upload from Cloud Storage – upload an item stored in a cloud storage platform

6. To continue adding content, select the plus sign in the center of the screen.

   IDDC Pro Tip: Utilize the content editor box to provide specific actions you want students to take with the content (read, review, watch, etc.). This enhances clarity within your course by assembling course elements in an easy to locate and understand manner.

7. Adjust the visibility and availability settings by selecting the drop-down menu in the upper right corner.
8. Click to return to the course content page.