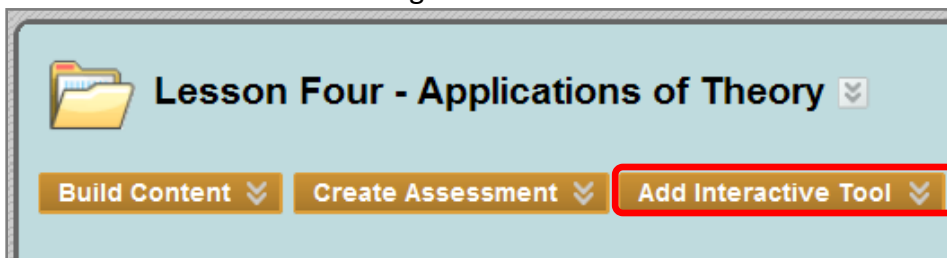


Creating a Blog

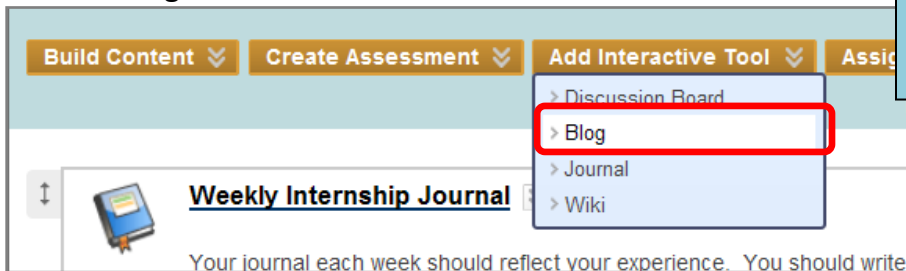
A **blog** is an online communication space within the course where all students can share, comment, and write content. **Blogs** in Blackboard are best used as “public journals” for students to share and reflect to the entire group. The interesting thing about **blogs** is that they can be created for the entire course, or individually for each student.

Follow these step-by-step instructions to access and create **Blogs** in your course:

1. Blogs can be created from the Tools area, but we recommend creating Blogs directly with your Lessons area to streamline navigation. Use the menu to click “Add Interactive Tool.”

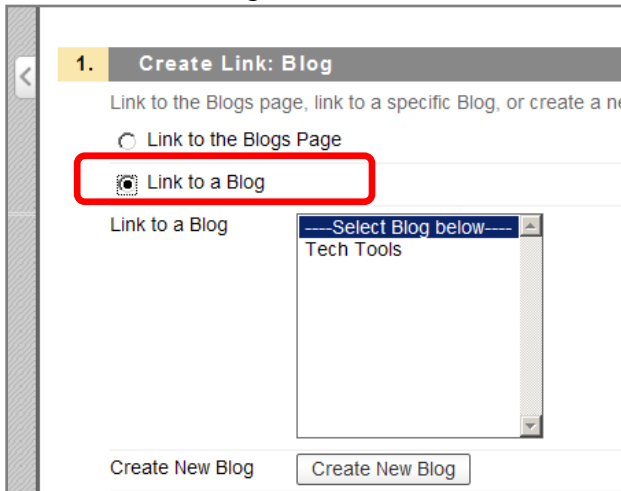


2. Click the **Blog** link.

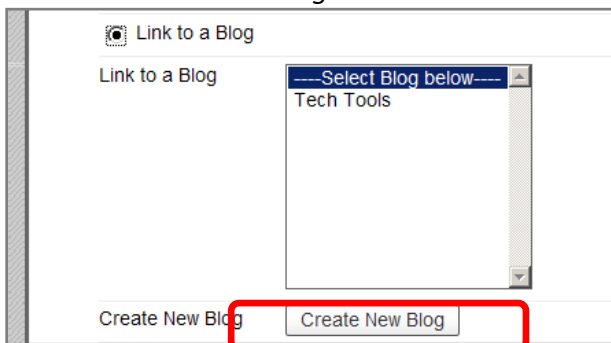


If Blog doesn't appear in the menu, turn it on via the Customization > Tools availability area.

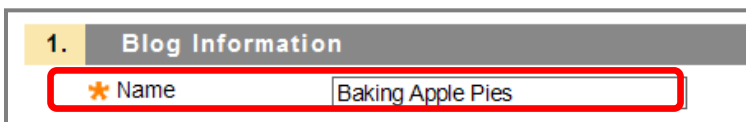
3. Select *Link to a Blog*



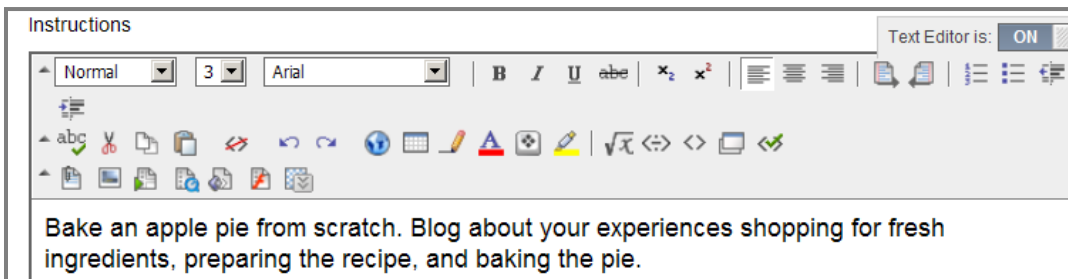
4. Select *Create a New Blog*




5. Enter a *Name* for the **Blog** in the Name Field.



6. Enter *instructions* in the textbox.



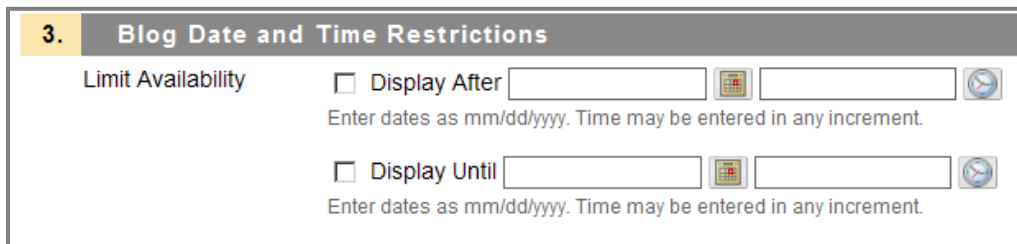
7. Select **Yes** to make the **Blog** visible to students.





2. Blog Availability



Blog Availability Yes No

8. Select *Date and Time Restrictions*.



3. 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.

9. Select *Individual to All Students* to have every student to create their own blog. For Individual Blogs, only the owner of the Blog is allowed to post Blog Entries. All other students can view and add Comments. Select *Course Blogs* to create a single blog for all students to post Blog Entries and Comments.



4. Blog Participation

Blog Type Individual to All Students Course

10. By default, students are able to post anonymous comments, which can led to netiquette problems. It is recommended to turn off the ability by unchecking.

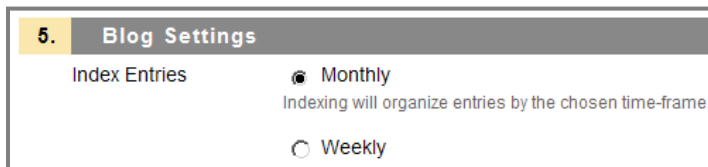


4. Blog Participation

Blog Type Individual to All Students Course

Allow Anonymous Entries and Comments

11. Select *Weekly* or *Monthly* to determine Blog Entries display options.



5. Blog Settings

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

Weekly

12. Instructors have the option to allow students to edit and delete their Entries, and comments. Leaving these checkboxes unchecked allows instructors to view an unaltered history of student comments.

<input type="checkbox"/> Allow Users to Edit and Delete Entries
<input type="checkbox"/> Allow Users to Delete Comments

13. Select grading options for the **Blog** select *Grade*, and enter the Points Possible.

Grade Blog	<input type="radio"/> No grading
	<input checked="" type="radio"/> Grade : Points possible : <input type="text" value="50.0"/>

14. Click the *Submit* button when you have finished setting up your Blog.

Cancel	Submit
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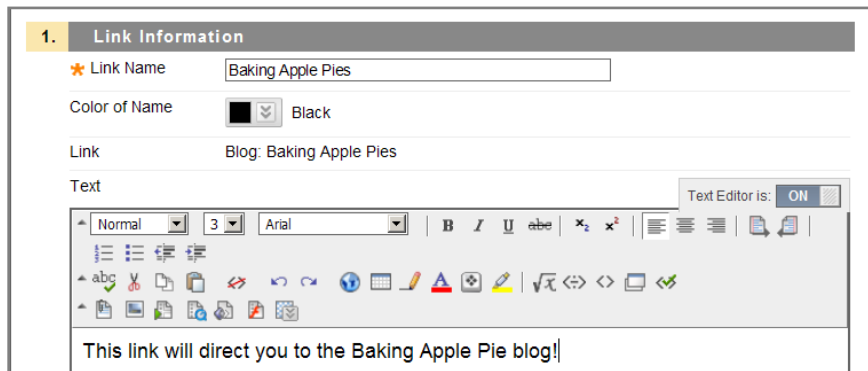
15. Blackboard gives a *Success* message at the top of the page.

Success: Baking Apple Pies Blog Created

16. Select the Blog you just created to link from the Content area and click **Next**.

		Cancel	Next
1.	Create Link: Blog		
Link to the Blogs page, link to a specific Blog, or create a new Blog.			
<input type="radio"/> Link to the Blogs Page			
<input checked="" type="radio"/> Link to a Blog			
Link to a Blog		<input type="text" value="---Select Blog below---"/>	
		Baking Apple Pies	
		Tech Tools	

17. Type the Link Name and enter a description of the “link” to the Blog, which is often your Blog assignment prompt or description of the link.



18. Then click **Submit**.



19. The “Tech Tools” blog now displays within the Lesson. Your students will also access course Blogs via the Tools area.

