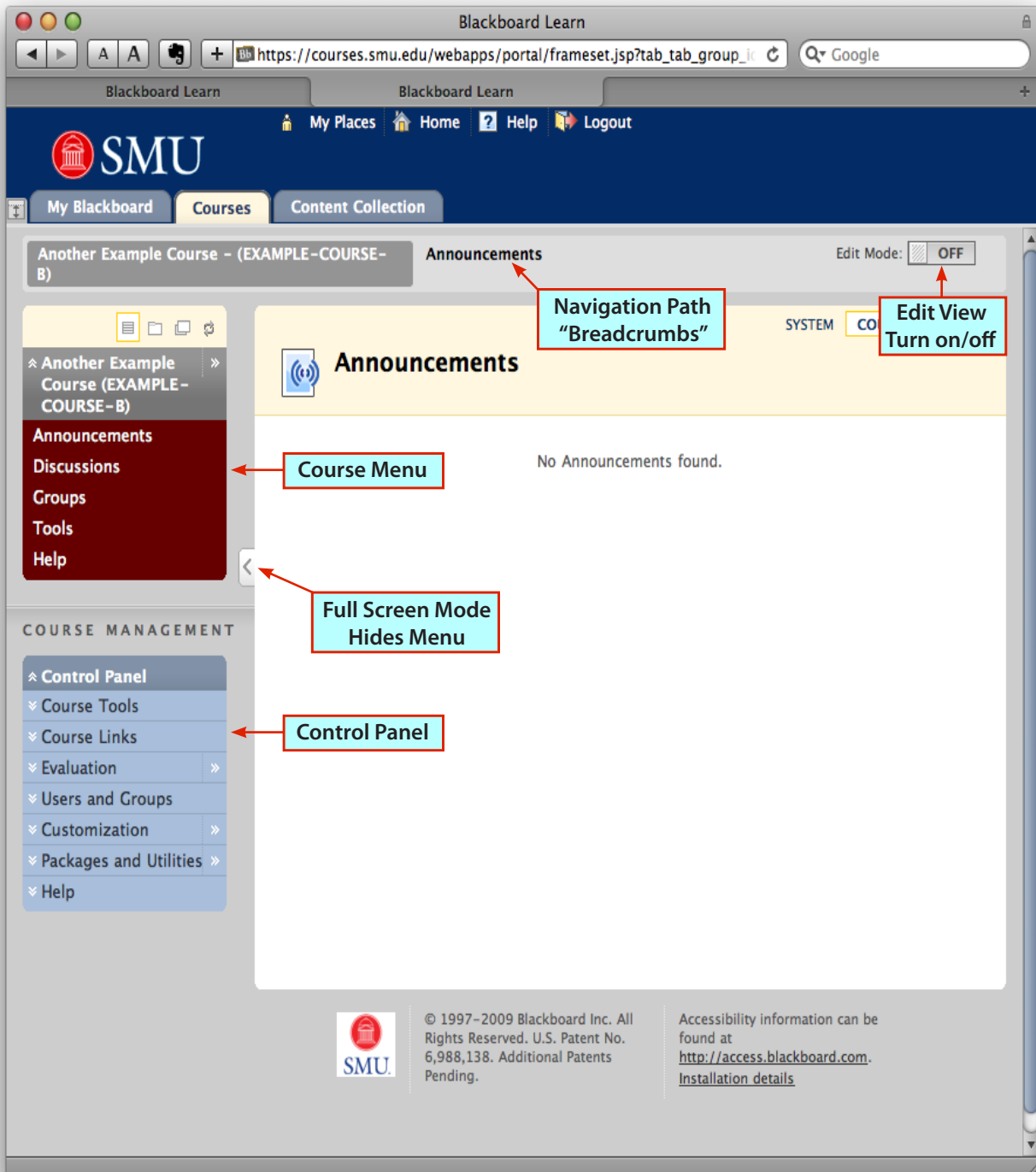


# Blackboard Release 9

## User Interface Quick Look


### Course Page

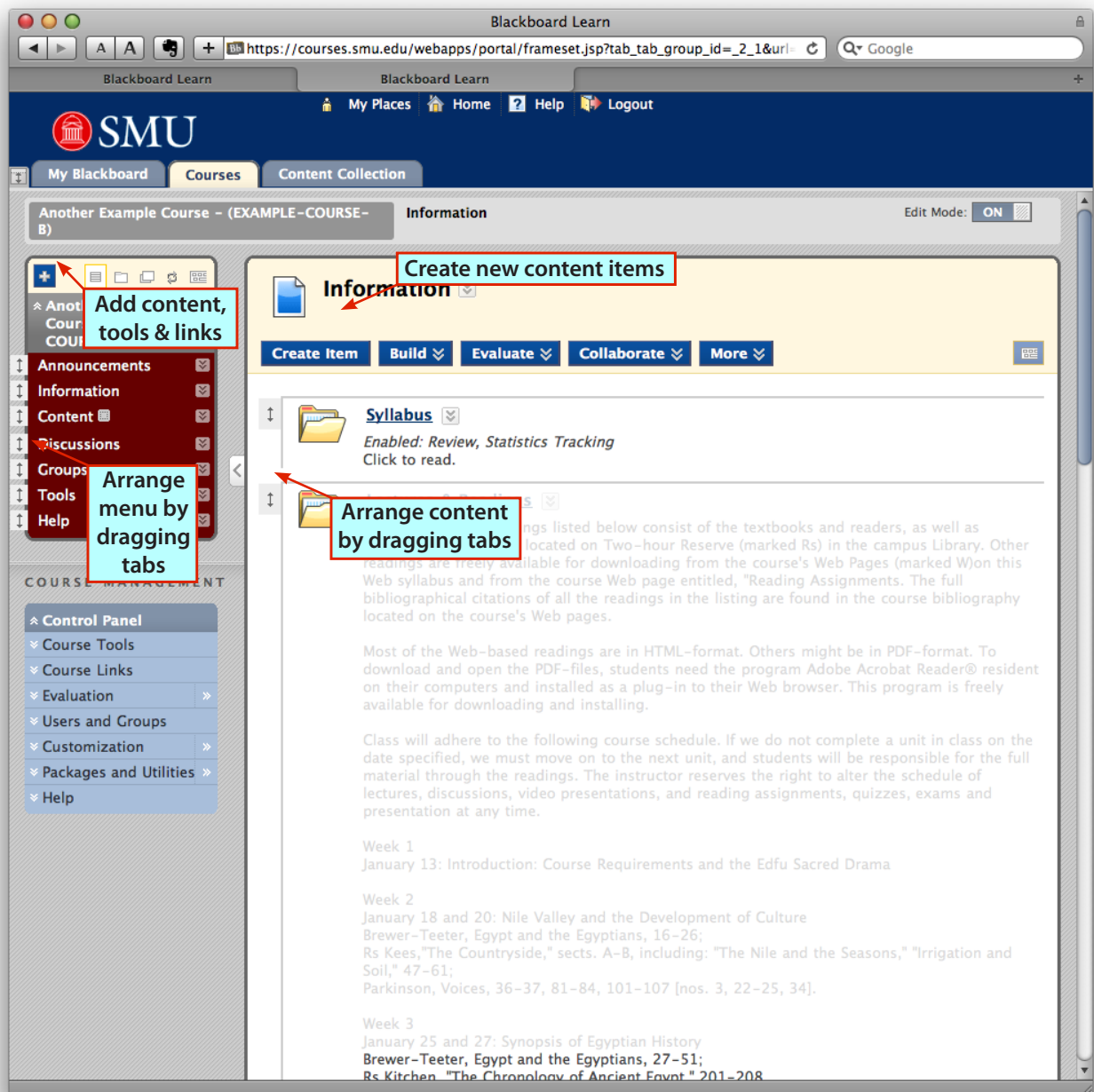
Course pages provide you with the ability to hide/display the course menu as needed to allow more room for content. The **Edit View** mode switch appears on all pages. The Control Panel is now immediately available. The new interface reduces the number of clicks.



## Course Page View

The newly designed content areas allow you to build, add or change items directly on the page without going back and forth to the control panel.

- Create new course menu items with the large **+** in the upper left corner.
- Create new content items, folders, tools, and quizzes with the action buttons across the top of the content area.
- Note the pull down menus next to most titles. Look for the  chevron icon. This is used throughout the system.
- Arrange items by dragging the move tabs up or down.




The screenshot displays the Blackboard Learn interface for a course page. The browser address bar shows the URL: [https://courses.smu.edu/webapps/portal/frameset.jsp?tab\\_tab\\_group\\_id=\\_2\\_1&url=](https://courses.smu.edu/webapps/portal/frameset.jsp?tab_tab_group_id=_2_1&url=). The page title is "Another Example Course - (EXAMPLE-COURSE-B)".

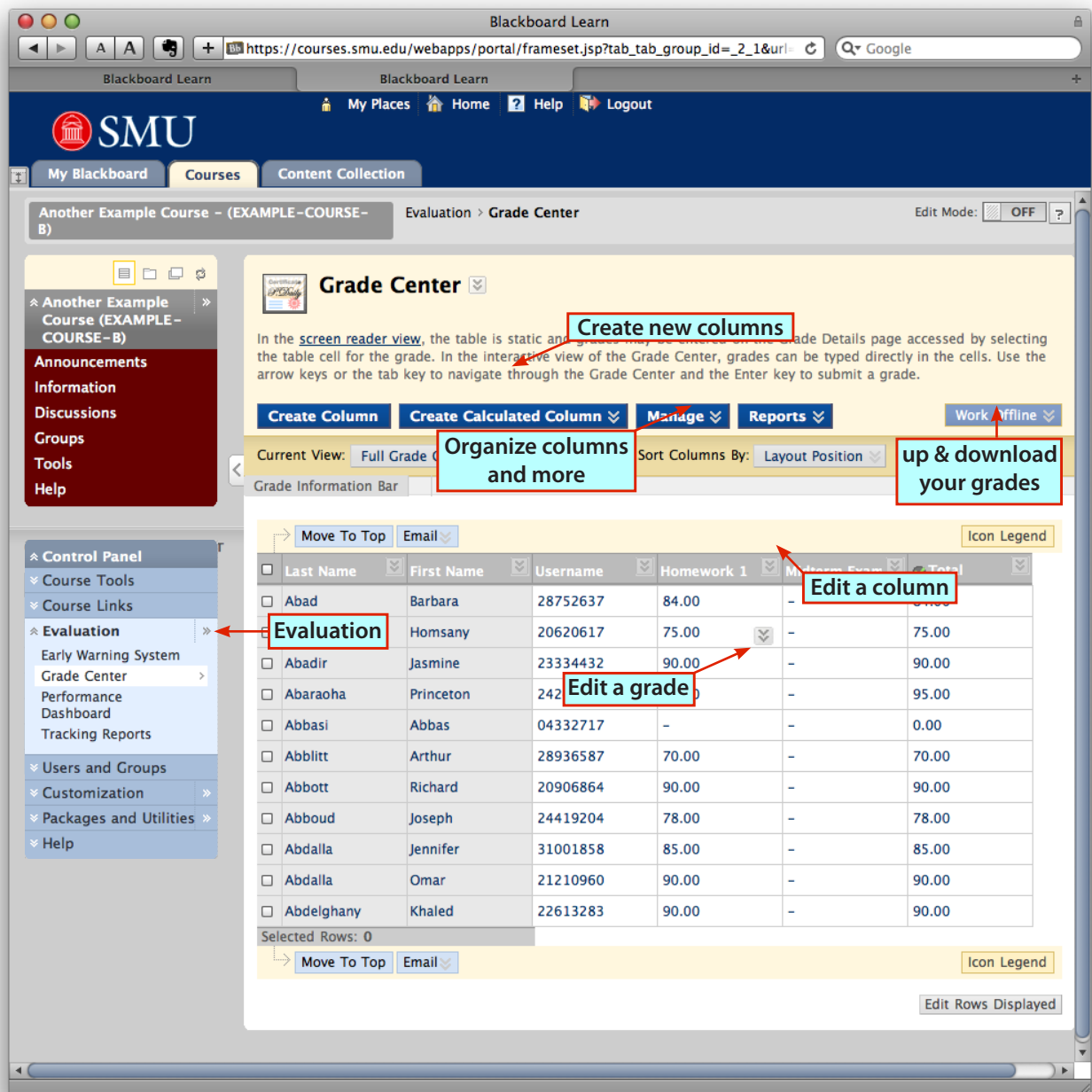
Key features and annotations:

- Control Panel:** Located on the left, it includes a large **+** icon for adding new content, tools, and links. A red box highlights this area with the text "Add content, tools & links".
- Course Menu:** A vertical list of course items (Announcements, Information, Content, Discussions, Groups, Tools, Help) with chevron icons for expansion. A red box highlights this area with the text "Arrange menu by dragging tabs".
- Content Area:** The main content area shows a list of items. A red box highlights the "Create new content items" button and the "Create Item" button. Another red box highlights the "Arrange content by dragging tabs" feature, which allows users to move items up or down in the list.
- Content Item:** The "Syllabus" item is expanded, showing a folder icon, a title, and a description. The description includes text about readings and a schedule for Week 1, Week 2, and Week 3.

# Grade Center

The Grade Center hasn't changed behind the scenes but the controls have been arranged to be more intuitive.

- Create new columns, calculated columns and modify your grade sheet quickly and easily.
- Rearrange, hide and show columns in Column Organization under the Manage menu.
- Grades can be entered by clicking in a cell and tabbing to the next and it automatically saves each entry.
- Modify a column by pulling down the menu in the title bar.
- Grade quizzes and assignments by clicking the  inside a cell.



The screenshot shows the Blackboard Learn Grade Center interface. The browser address bar displays the URL: [https://courses.smu.edu/webapps/portal/frameset.jsp?tab\\_tab\\_group\\_id=\\_2\\_1&url=](https://courses.smu.edu/webapps/portal/frameset.jsp?tab_tab_group_id=_2_1&url=). The page title is "Another Example Course - (EXAMPLE-COURSE-B) Evaluation > Grade Center". The interface includes a navigation menu on the left with options like "Announcements", "Information", "Discussions", "Groups", "Tools", and "Help". The main content area features a "Grade Center" title and a table of student grades. The table has columns for "Last Name", "First Name", "Username", "Homework 1", "Midterm Exam", and "Total". The "Total" column is highlighted in red. Annotations with red boxes and arrows point to various features: "Create new columns" points to the "Create Column" button; "Organize columns and more" points to the "Manage" button; "up & download your grades" points to the "Work Offline" button; "Edit a column" points to the dropdown arrow in the "Total" column header; "Edit a grade" points to the dropdown arrow in the "Homework 1" column for the student "Abad"; and "Evaluation" points to the "Evaluation" menu item in the left sidebar.

**Create new columns**

**Organize columns and more**

**up & download your grades**

**Edit a column**

**Edit a grade**

**Evaluation**

	Last Name	First Name	Username	Homework 1	Midterm Exam	Total
<input type="checkbox"/>	Abad	Barbara	28752637	84.00	-	84.00
<input type="checkbox"/>	Abad	Homsany	20620617	75.00	-	75.00
<input type="checkbox"/>	Abadir	Jasmine	23334432	90.00	-	90.00
<input type="checkbox"/>	Abaraoha	Princeton	242	-	-	95.00
<input type="checkbox"/>	Abbasi	Abbas	04332717	-	-	0.00
<input type="checkbox"/>	Abblitt	Arthur	28936587	70.00	-	70.00
<input type="checkbox"/>	Abbott	Richard	20906864	90.00	-	90.00
<input type="checkbox"/>	Abboud	Joseph	24419204	78.00	-	78.00
<input type="checkbox"/>	Abdalla	Jennifer	31001858	85.00	-	85.00
<input type="checkbox"/>	Abdalla	Omar	21210960	90.00	-	90.00
<input type="checkbox"/>	Abdelghany	Khaled	22613283	90.00	-	90.00

## Things to Watch Out For

There are a few things that you may stumble upon that you need to know about.

- ☺ Contextual help is available on most pages in the light yellow content header area. This can also be turned off with the ? switch next to the Edit Mode switch.
- ☺ To make a course available you must go to Customize > Properties.
- 💡 To display your entire class roster you must use the wildcard % in the search field.
- ☺ Announcements will not display to you outside of Edit Mode if the course is unavailable.
- ☺ The little tab attached to the left side of the main content area will hide the course menu. Click it again and you return to the normal view.
- ☺ Clicking the course title at the top of the course menu will cause the menu to collapse.
- ☺ Clicking the title Control Panel will cause it to collapse or expand.
- ☺ If you have the course menu in Folder View mode it will revert to List View when you click on a destination.
- ☺ When you click on an external link if it is not set to open in a new window it will fill the entire lower frame of the Bb page. To get back click the course name in the bread crumbs just above the lower frame and to the left. The same is true for Learning Modules.
- 💡 Switching the Visual Editor (Text box) off or on will cause the page to refresh and all work on that page is lost. Some browsers warn you before and allows you to cancel - some do not. This is very important when taking test in Bb.
- 💡 When you copy content or enrollment into another course you should get a **green bar** confirming that the action was successful. However, it can take as many as three tries before Bb will successfully copy.
- ☺ Some features of an item won't appear till after you have created the item. For example, an external link can only be made to open in a new window after you add it to the course menu.
- ☺ You can choose not to display the large icons on the left of an item's title. To change pull down the menu next to the content area's title and choose "Show Text Only." If you pine for the days of WebCT you can choose to show only the icons.
- ☺ In Customization > Style you can set an entry point. Otherwise the entry point is the top item of the course menu.
- ☺ You can now enroll multiple users by separating them with commas.  
Example: 01234567, 89101112,10111213
- 💡 Students need to be reminded to click Attach when submitting a document through the Assignment Tool. If they fail to do the you will not receive their file.