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, or from the tool link in the content areas. Use the menu to mouse over “Tools” and click on “Blog”.

2. Clicking in the Course Tools area will take you to the blog repository; the place where all blogs are stored and where blogs can be created.

Click on create Blog.
3. If you click on blog in the content area you have three options available to you when the page generates:

- Link to the Blogs Page (repository) where several blogs have been created and are ready for use
- Link to a particular blog previously created
- Create a new blog

Create New Blog

Select "create new blog"

Enter a Name for the blog in the Name Field

Enter Instructions in the textbox

3. There are several options under the textbox area that you need to select:

- The blog is defaulted to "available". If you mark it 'unavailable' it will not be seen by students.
- You can set restrictions on availability. Be sure to checkmark the box and put the date (use calendar icon) and time (icon)
➢ The blog is defaulted to be accessed individually by students in the course. Beware of anonymous comments!

➢ When posts are made, Bb lists them by month or week (date). Checkbox if you want students to edit their posts (they could delete them too). You can allow them to delete comments.

➢ It is defaulted to "no grading". If you want to grade the blog, select that options and place the number of points assigned. Rubrics can be added.

➢ Click Submit

4. If you choose to link to a previously created blog be sure to add instructions for the blog in the instruction box. These will show up in the content area and give the students specific details for blogging.