

How to Create a Blog or Private Journal on Blackboard Goucher College

A Blog, A Journal, and A Wiki

What is the difference between a [Blog](#) and a [Journal](#)?

(How do they compare to a [Wiki](#)?)



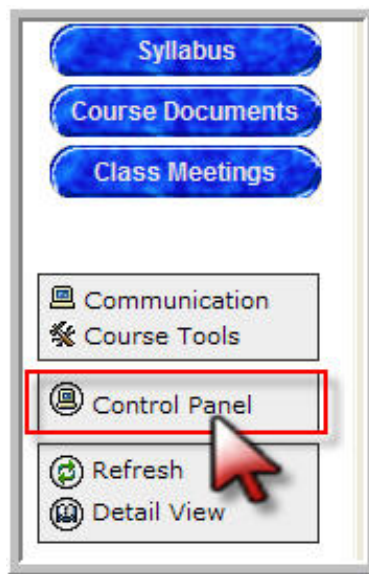
A [Blog](#) is a web log or web page which can publish posts written by multiple users. A blog usually centers around a single theme or community topic.

A [Journal](#) is a private blog that is written and seen by only one user.

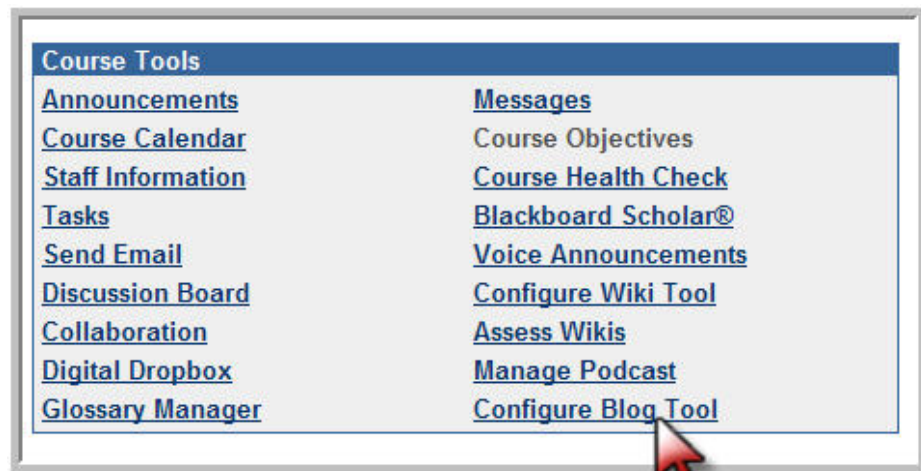
A [Wiki](#) is a community website that allows users to add content and edit the text of others in real time. A wiki is a collaboration tool.

In Blackboard, the instructor creates blogs and journals using the same formatting tool.

First, open the course and click on the [Control Panel](#).



In the [Course Tools](#) section, click on the [Configure Blog Tool](#).



Complete the [Configure Course Blog Tool](#) questions to meet the needs of your program.

Don't forget to click [OK](#) at the bottom of the page to submit your answers.

You are now ready to create a blog or journal in your course.

Configure Course Blog Tool

Course Blog Tool Options

Please Note: The settings on this page apply only to the course or organizational level blog tool, not to

Do you want to allow students to create blog entries? Yes No

Do you want to allow users to view posts by other users? Yes No

Do you want to enable a public (unauthenticated) RSS feed? Yes No

Do you want to allow students to permanently delete blog entries? Yes No

Do you want to allow students to export the blog? Yes No

Do you want to allow students to view comments on blog entries? Yes No

Do you want to allow students to add comments to blog entries? Yes No

Choose the dates and times for which students will be allowed to edit the blog tool. Allow Edits After

Mar 18 2008

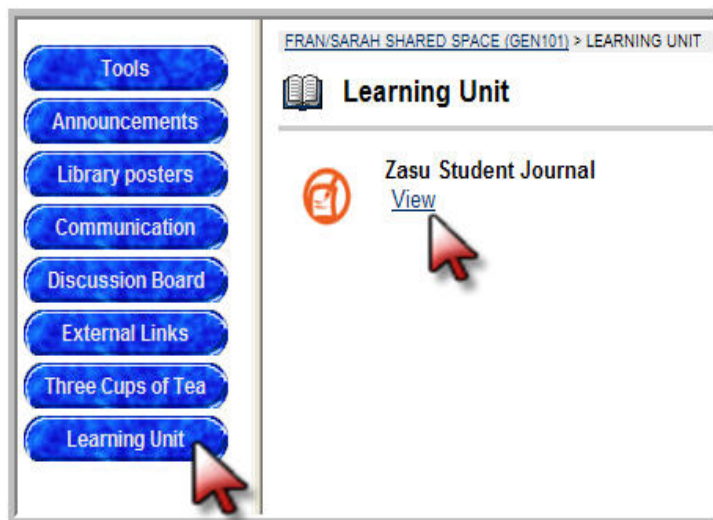
To provide access to the blog or journal, you may want to create a [Blog](#) or [Journal Navigation Button](#).

...or blogs can be accessed by clicking on the [Course Tools](#) section.



A blog or journal may also be created within a [Learning Unit](#).

When the student opens the unit the blog appears as an item in the unit.



Create a Blog or Private Journal on Blackboard

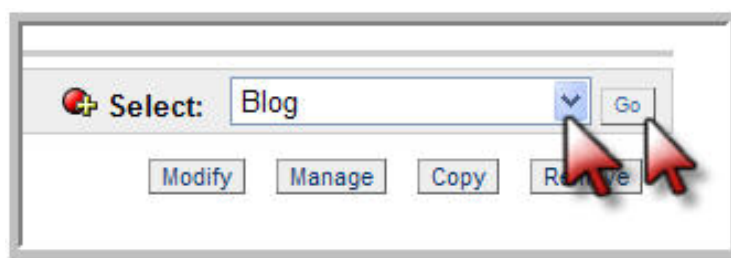
To create a journal in a Blackboard Learning Unit, open the Unit in the [Edit View](#).

At the top of the page, use the [Select](#) drop down menu on the [Add Item toolbar](#). Select [Blog](#) from the menu and click [Go](#).

The [Create Blog](#) page opens. Complete the Blog Information section.

Click “Yes” on the [Make the blog available](#) line to allow students to access the blog.

In the [Select the blog type](#) section, select either Group Blog or Private Journal.



In private journals, blog members are unable to view each other's entries, but instructors can view all entries in the blog.

Select "Yes" to allow blog members to view instructor's entries.

In the [Member Settings](#) section, access to the blog can be limited to selected groups or individuals.

Click on [All course members](#) to allow everyone enrolled to become a member of the blog.

Create Blog

Blog Information

Name

Description

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Make the blog available Yes No

Select the blog type

Group Blog
In group blogs, all blog

Private Journal

Group Blog
In group blogs, all blog members and the instructor can view all entries in the blog

Private Journal
In private journals, blog members are unable to view each other's entries, but instructor can view all entries in the blog

Allow blog members to view Instructor's entries?

Yes No

Member Settings

Select students and course groups that should be members of the blog. Blog within the blog.

Blog members.

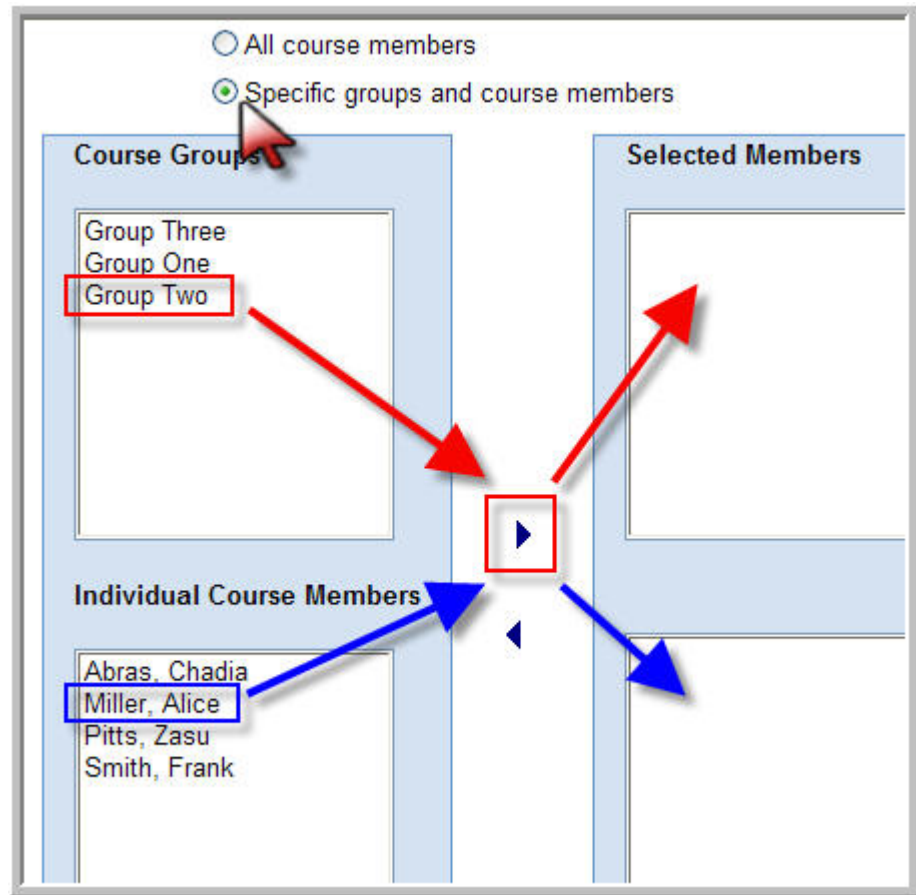
All course members

Specific groups and course member

To limit who can become a member of the blog, click on [Specific groups and course members](#).

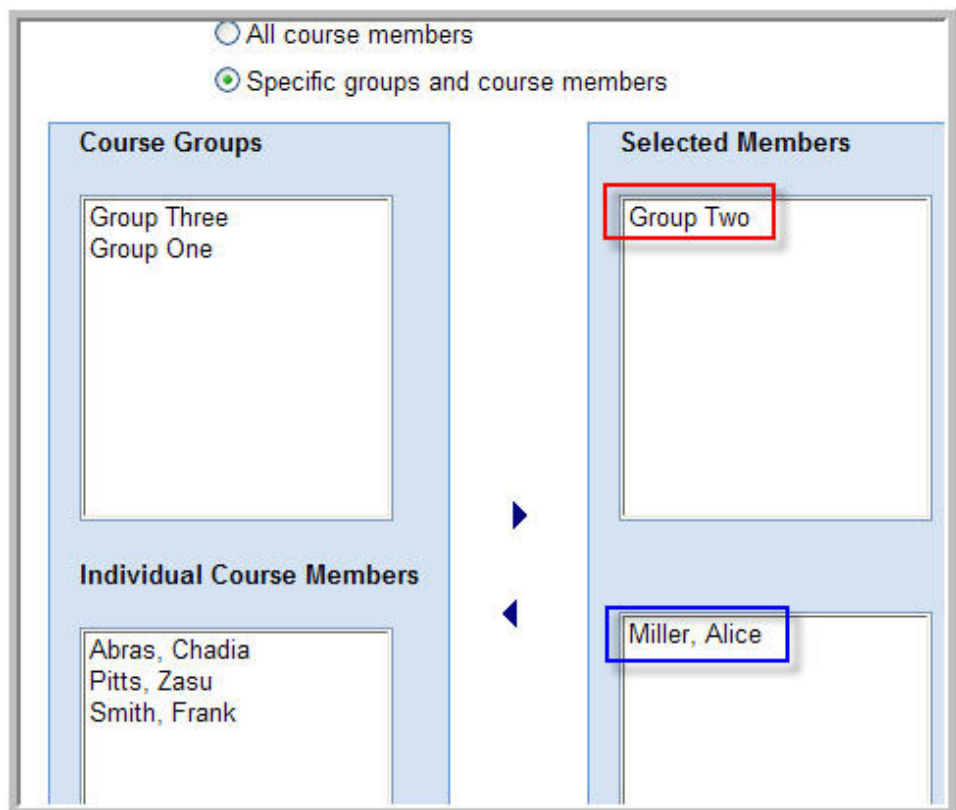
Highlight the group or person that you want to identify as a member of the blog.

Click on the arrow (that points to the right) to move that group or person to the right side (to the [Selected Members](#) box).

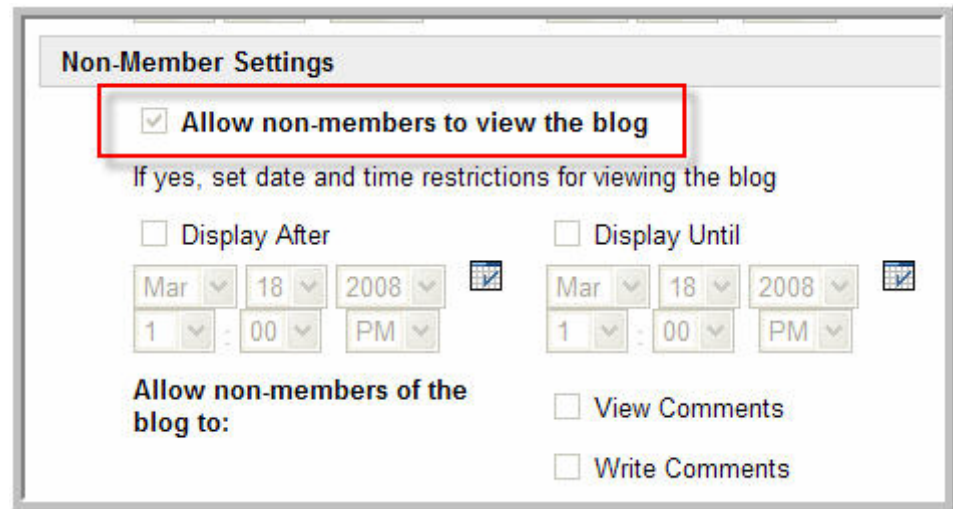


Now those names will appear in the [Selected Members](#) boxes on the right side.

Use the left pointing arrow to reverse the process.



Complete the [Non-Member Settings](#) section if you want to allow outsiders to view the blog and/or make comments.



Non-Member Settings

Allow non-members to view the blog

If yes, set date and time restrictions for viewing the blog

Display After

Mar 18 2008 1:00 PM

Display Until

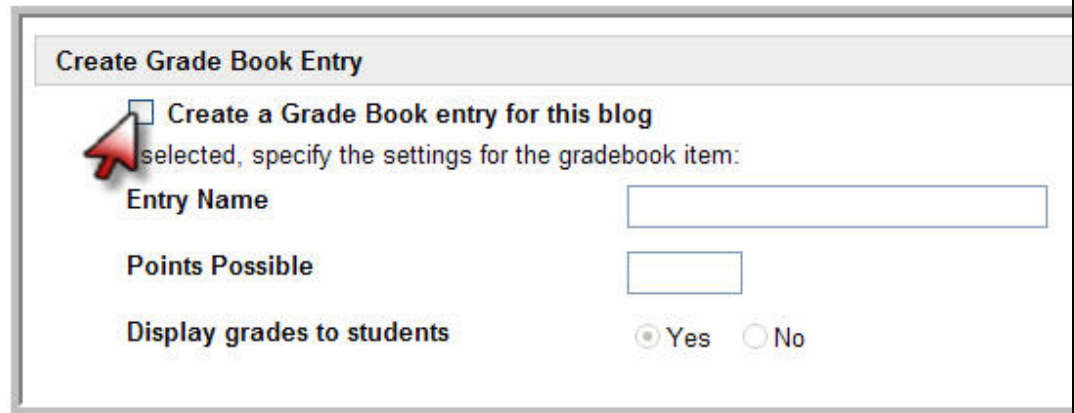
Mar 18 2008 1:00 PM

Allow non-members of the blog to:

View Comments

Write Comments

Complete the [Create Grade Book Entry](#) section if you want to create a column in your Blackboard Grade Book to record grades for the blog activity.



Create Grade Book Entry

Create a Grade Book entry for this blog

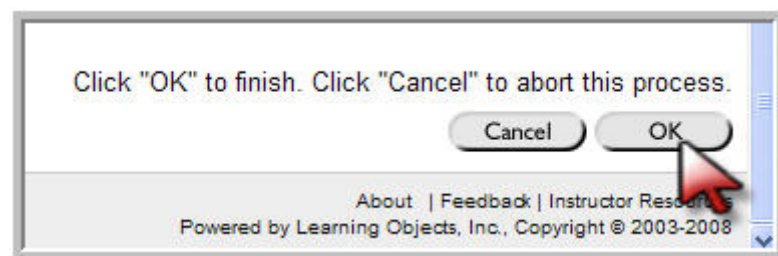
selected, specify the settings for the gradebook item:

Entry Name

Points Possible

Display grades to students Yes No

Always remember to look for the [OK](#) or [Submit](#) button at the bottom of a window to confirm your selections and exit the page.



Click "OK" to finish. Click "Cancel" to abort this process.

Cancel OK

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