

Using the Group Pages in Blackboard Goucher College

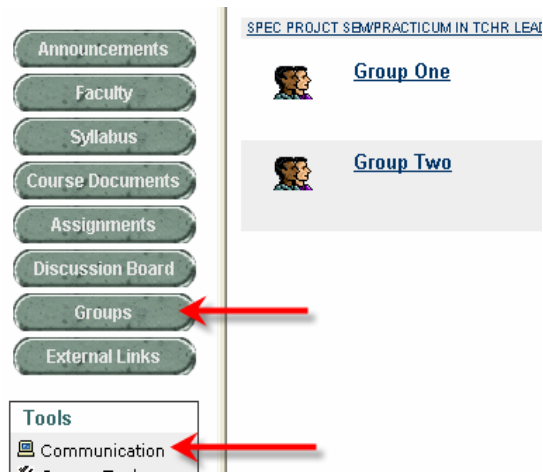
How to Access the Group Pages

To access your group pages click:

Groups from the left navigation menu (added by the instructor)

or

Communication in the **Tools** box



Click the **Groups** button to go to the group pages directly



Click **Communication**

Click **Group Pages** to access the page with the link to your group



Group Features

Click on the link to your **group**. The instructor will assign you to a specific group.



Group Page:

1. Name of the group
2. Group functions
3. Name and email of group members.

Note: Click on the person's name to go to the person's Homepage inside Blackboard.

Group Page: Group One ← 1

- ▶ [Group Discussion Board](#)
- ▶ [Collaboration](#)
- ▶ [File Exchange](#)
- ▶ [Send Email](#)
- ▶ **Group Members** ← 3

Name	Email
Frank Smith	noemail@goucher.edu

Group Discussion Board

Click on **Group Discussion Board**


Note: All group functions are only available to group members. You will only have access to your own group.

Group Page: Group One

- ▶ [Group Discussion Board](#)
- ▶ [Collaboration](#)
- ▶ [File Exchange](#)
- ▶ [Send Email](#)

The **Discussion Board** page opens

Click the **Group Forum**

 **Discussion Board**

Search **After** Aug 08 2006 **Before** Aug 08 2006

in

Forum	Total Posts	Unread Posts	Total Participants
Group One	4	0	1

The **Thread** window opens

Functions:

Add a Thread
Collect
Display Preferences
Search

Note: All the functions in the group discussion board are similar to the functions in the general discussion board.

Course Discussions: Group One

Thread Collect

Display Published GO Search in Current Forum After Aug 08 Before Aug 08

	Date	Thread	Author	Status	Unread Posts	Total Posts
<input type="checkbox"/>	7/18/06 2:52 PM	hi	Frank Smith	Published	0	1
<input type="checkbox"/>	7/19/06 10:36 AM	test 1	Frank Smith	Published	0	2
<input type="checkbox"/>	7/19/06 11:05 AM		Frank Smith	Published	0	1

Select All Go

OK

The **Thread Detail** window opens

Functions:

Collect
Flag
Reply
Modify
Remove
Subscribe

Note: All the functions in the thread detail are the same as the general discussion board.

Click **OK** to go to the previous page

Thread Detail

Collect Flag Clear Flag

Search in Current Thread After Aug 08 2006 Before Aug 08 2006 GO

Thread: [hi](#) Reply

Total posts: 1 Unread posts: 0 Next Thread

<input type="checkbox"/>	hi	Frank Smith	7/18/06
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Refresh Select All Go

Subject: hi Reply Modify Remove Subscribe

Author: Frank Smith
Creation date: Tue Jul 18 14:52:27 EDT 2006
Date last modified: Tue Aug 08 13:38:03 EDT 2006
Total views: 9 **Your views:** 10

test

Subject: hi Reply Modify Remove Subscribe

OK

Collaboration: Group Chat and Virtual Class

Click **Collaboration**

Group Page: Group One


- ▶ [Group Discussion Board](#)
- ▶ [Collaboration](#)
- ▶ [File change](#)
- ▶ [Send Email](#)


Collaboration Sessions page opens

Group members can:



- **Add a collaboration session**
- **Manage sessions**
- **Remove sessions**

Note: Add, Manage or Remove are available only in the group collaboration session

 **Collaboration Sessions - Group One**



Filter: GO Search by: Session Name Start Date End Date (MM/DD/YY) Search


Session Name	Tool	Start Date	End Date				
 Lecture Hall	Virtual Classroom			<input type="button" value="Join"/>	<input type="button" value="Manage"/>	<input type="button" value="Remove"/>	
 Office Hours	Chat			<input type="button" value="Join"/>	<input type="button" value="Manage"/>	<input type="button" value="Remove"/>	

The first time you open the Virtual Classroom, if you do not have the Java Plug-in you may need to download it at <http://java.com/en/download>


[SPEC PROJECT SEM/PRACTICUM IN TCHR LEADSHIP IN TECH I](#) > [COMMUNICATIONS](#) > [GROUP PAGES](#) > [GROUP ONE](#) > [COLLABORATION](#) > [LAUNCH VIRTUAL CLASSROOM](#)

 **Launching Virtual Classroom**

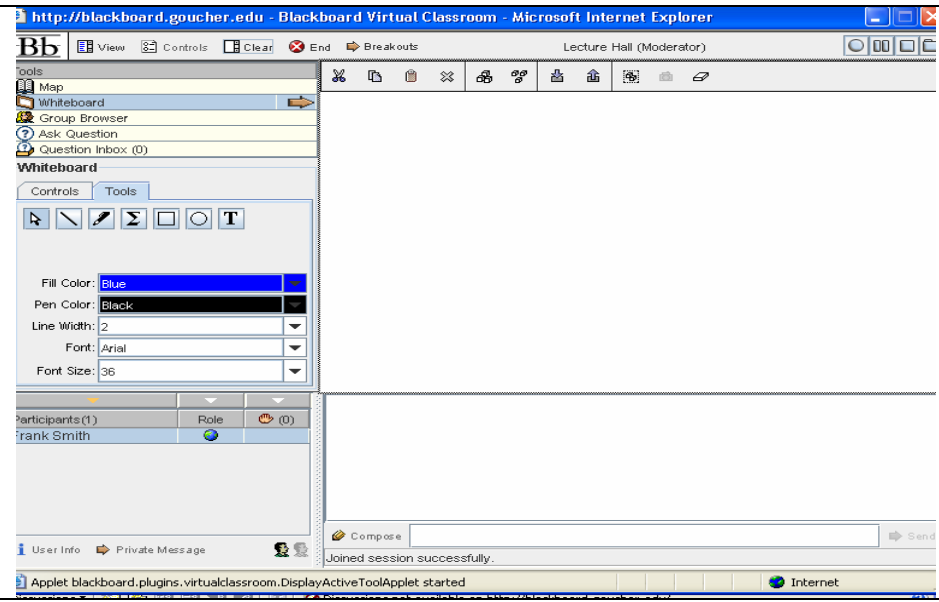
Virtual Classroom Loading.

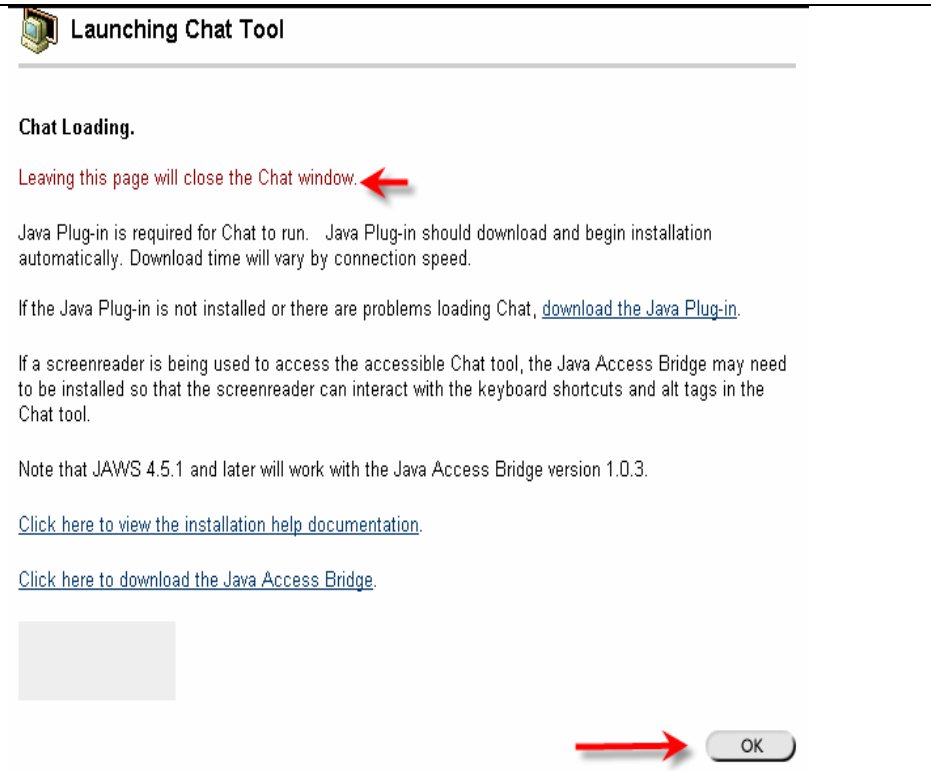
[Click here for an accessible version.](#) 

Java Plug-in is required for the Virtual Classroom to run. Java Plug-in is required for the Virtual Classroom to run.

If the Java Plug-in is not installed or there are problems loading the Virtual Classroom, [download the Java Plug-in.](#) 

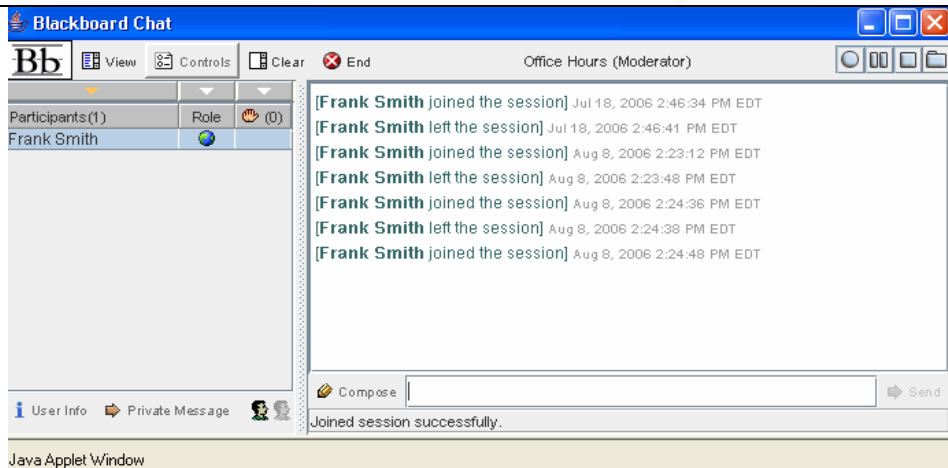
Virtual Classroom has the same functions as the general Virtual Class.



<p>Chat</p> <p><i>Note: Do not close the launching chat tool window or click OK, the chat room is a small window behind it. If you close it, the chat window will close.</i></p>	 <p>Launching Chat Tool</p> <hr/> <p>Chat Loading.</p> <p>Leaving this page will close the Chat window. ←</p> <p>Java Plug-in is required for Chat to run. Java Plug-in should download and begin installation automatically. Download time will vary by connection speed.</p> <p>If the Java Plug-in is not installed or there are problems loading Chat, download the Java Plug-in.</p> <p>If a screenreader is being used to access the accessible Chat tool, the Java Access Bridge may need to be installed so that the screenreader can interact with the keyboard shortcuts and alt tags in the Chat tool.</p> <p>Note that JAWS 4.5.1 and later will work with the Java Access Bridge version 1.0.3.</p> <p>Click here to view the installation help documentation.</p> <p>Click here to download the Java Access Bridge.</p> <p style="text-align: right;">→ OK</p>
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Group Chat has the same functions as the chat room used for the whole class.

Only members of the group have access to the chat.



Group File Exchange

Click **File Exchange**

- ▶ [Group Discussion Board](#)
- ▶ [Collaboration](#)
- ▶ [File Exchange](#)
- ▶ [Send Email](#)

File Exchange

The only option is to **Add File**, because all members have access to the files uploaded in this page.



File Exchange: Group One

Add File ←

No files found.

OK

The process to upload a file is similar to the Digital Dropbox.

Group members can **remove** a file posted by another group member.

File Exchange: Group One

 Add File



Flowers

Posted by: Frank Smith
Posted on: Aug 08, 2006

Remove



Group Email

Click **Send Email**

- ▶ [Group Discussion Board](#)
- ▶ [Collaboration](#)
- ▶ [File Exchange](#)
- ▶ [Send Email](#)





Group Email is similar to the general email option. Complete the form provided and click **Submit**.

Send Email - Group One

Email Information

To

Available to Select		Selected
Frank Smith Rob Coyle	 	
<input type="button" value="Invert"/>		<input type="button" value="Invert"/>



From noemail@goucher.edu

Subject

Message

A copy of this email will be sent to the sender.

Attachments [Attach a file](#)

Submit

Click **Submit** to finish. Click **Cancel** to quit.

Cancel

Submit 

Note: For detailed explanations on each function refer to previous tutorials that explained the general discussion board, collaborations sessions, digital dropbox and send email.