Course Content

Blackboard allows you to create and organize instructional material for student access. Items can include folders for content organization, documents, multimedia or links.

Inserting Documents

1. Select a **learning module**.
2. Select the **plus sign** where you want to add content and choose **Create.**
3. Expand **Course Content Items** and choose **Document**.
4. Enter a document **name**. This document will serve as your *page* to insert and build instructional material.
5. Choose an **option** in the center of the screen to begin inserting content.

   Add Content – add on-screen text, attach files/images/videos, insert YouTube videos, and insert hyperlinks. The content editor allows you to insert text, URL links, images, or videos.

   Upload from Computer – upload an item saved locally on your computer

   Upload from Cloud Storage – upload an item stored in a cloud storage platform

6. To continue adding content, select the **plus sign** in the center of the screen.

   IDDC Pro Tip: Utilize the content editor box to provide specific actions you want students to take with the content (read, review, watch, etc.). This enhances clarity within your course by assembling course elements in an easy to locate and understand manner.

7. Adjust the visibility and availability settings by selecting the **drop-down menu** in the upper right corner.
8. Click ✕ to return to the *course content* page.