

Blackboard Tutorials

Welcome to the Blackboard Tutorials page

We have created screen-based tutorials to step you through the functions in Blackboard, and have organized them by the categories below. To learn more about Blackboard through step-by-step guides which demonstrate key features and functionality, please reference the tutorials in this section.

Getting Started

[Logging In](#)

[Making My Course Available](#)

[Editing Your Course](#)

[The Student View](#)

[Creating an Avatar for your Personal Profile](#)

[Using the Show/Hide Arrow](#)

[Viewing a Course Roster](#)

[Viewing Course Users](#)

Managing the Course Menu

[Adding New Items to the Course Menu](#)

[Adding a Blank Page to the Course Menu](#)

Communication

[Adding an Announcement](#)

[Sending Email](#)

[Differences between Email and Messages](#)

Working With Content

[Adding files and documents](#)

[Adding a YouTube Video](#)

[Adding an Image from Flickr](#)

[Adding a Folder](#)

[Copy a Course](#)

[Exporting a Course](#)

[Importing Course Content](#)

Working with Assignments

[Creating an Assignment](#)

[Creating a SafeAssignment](#)

[Student View of Completing an Assignment](#)

Tests, Quizzes, and Surveys

[Creating a Test](#)

[Deploying a Test and Setting Test Options](#)

[Allowing a Student Additional Time on a Test](#)

[Creating a Survey](#)

Using the Grade Center

[Grading Assignments](#)

[Downloading Submitted Assignments](#)



If you cannot find the answer to your question among the tutorials, please [contact us](#).