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| Description:  This is a Blackboard Advanced workshop for participants to take advantage of learning the more advanced sections of Blackboard Online Training in a Face-to-Face or Webinar format. The course covers the fundamentals of the Bb system and provides opportunities for practice on the following topics: system navigation, customizing course content, interactive and collaborative tools, and grading assessments. After finishing this workshop, participants will have met the necessary requirements to be eligible for enrollment in the HOT training course.  Duration:  1.5- 2 Hours    Format of workshop  F2F or Webinar  What you need to bring  Blackboard username and password | Prerequisite:  Bb Basic  Objectives:   * Organize your Bb Learn course content to create an engaging educational experience for your students. * Demonstrate an understanding of how to communicate with students and to foster interaction with participants in your course using the various communication tools * Recognize the basics of the Grade Center * Demonstrate how to create a Kaltura video and associate the video in Blackboard * Demonstrate an understanding of Course Copy in Packages and Utilities |

**Agenda**

1. Welcome and Introduction
2. Interactive Tools in Blackboard
   1. Groups
      1. Create Groups
      2. Group Options
   2. Discussion Board
      1. Creating a Discussion Board Forum
      2. Grading a Discussion Board
      3. Inline Replies
      4. Using Date Restrictions
   3. Blogs
      1. Creating a Blog
      2. Grading a Blog
   4. Wikis and Journals
      1. What are they and how are they used?
         1. Journal – Default is Private. Area for reflective writing for instructor eyes only
         2. Wiki – Shared web pages, students edit same wiki page to share material or create new pages and link back to Wiki home page.
3. Grade Center
   1. Basics
      1. Column Organization
      2. Adding/Deleting a Column
   2. Grading Assignments
      1. Inline Grading
      2. Feedback to User
      3. Grading Notes
      4. Review SafeAssign Originality reports
4. Kaltura Video
   1. Creating a Kaltura video
   2. Inserting the Kaltura video as a Mashup
5. Packages and Utilities
   1. Check Course Links
   2. Course Copy
   3. Export/Archive Course