

The Content System

Collection, Sharing and File Management



Overview

Previously, you could only upload one file at a time to your Blackboard site; with the Content Collection you can drag-and-drop multiple files simultaneously and point/link to them from any of your Blackboard sites. Also with the Content Collection, you can edit your documents without having to remove and re-upload them.

You can then easily use the same files in multiple courses. If you need to edit a file, you do it once and the change becomes visible in all the your Blackboard courses that point to it.

Also, you no longer need to remove and then re-upload a document in Blackboard when you want to edit it. Now you can simply edit it in the Content Collection and the revised document is automatically updated in all instances where it is being used.

Content and File Management - Allows content and files to be managed, re-used and shared effectively. Individual files and content objects can be used across multiple courses, organizations and modules without the need for duplication. Users can share their files, giving both read and write access to specific individuals, groups and institution roles (i.e. all biology teachers). For users outside of the institution, content owners can create "passes" that provide access and enable collaboration for specific time periods.

Versioning - Allows users to automatically archive, track and access previous versions of their files. The system creates separate copies after each contributor changes the document, providing an automatic backup for overwritten files. Users can access older versions of a file to review changes or revert to an earlier version thus erasing the changes.

My Content

- users
- erma

Organization Content

UNL Content

My Portfolios

- My Portfolios
 - Personal Artifacts
- Received Portfolios

Learning Objects

- View Catalog
 - Manage Catalog
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Collaboration

- Make a Request
- Check Progress
- To Do List
- Design Models
- Email

Tools

- Bookmarks
 - Personal Settings
 - Go to Location
 - Search Content
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- [Help](#)

- Refresh
- Shortcut View

ePortfolios - Electronic portfolios enable students and faculty members to assemble, present and share information online for documenting academic growth, career evaluation and course preparation. Portfolios can be generated via the Portfolio Creation Wizard or customized based on pre-established portfolio templates. Institutions can also develop their own portfolio templates to guide their students in developing their portfolios.

Workflow - Provides the ability to define a workflow activity (such as Review, Approve, or Grade) and designate settings such as priority, deadline and permissions. Workflows route content to other users and allow the sender to track the progress on completion of workflow activities. Information Services

Learning Object Catalog - Enables the institution to set up a searchable, hierarchical taxonomy to catalog learning objects and resources that can be accessed by individual users both within and outside the institution. Resources in the Learning Object Catalog can be easily included in courses by instructors.

eReserves- Digital versions of copyright-cleared reserve readings that libraries create for faculty and students. Separate e-Reserve folders can be enabled for each course and administration of these folders can be delegated to librarians. This capability assures that the library has the necessary level of administrative control to ensure that copyrighted digital content is used properly.