Campus Pack Blogs

A Blog is a website that is designed to be frequently updated by an individual. Blogs are intended to be a sort of public journal with entries written by an individual, though the entries can be viewed, and sometimes commented upon, by other authorized users, such as fellow classmates. Instructors can view and comment upon all Blogs and Blog entries in their own courses. Entries in a Blog are usually displayed on a single page, stacked vertically, and in reverse-chronological order.

In Ohio University’s Blackboard courses, both “Blogs” and “Campus Pack Blogs” are listed in the menus. These instructions refer to Campus Pack Blogs.

Configuring a Campus Pack Blog:

1. Login to Blackboard 9.1.
2. Select the course containing the Blog you wish to configure.
3. Navigate to the Blog and click the View link to open it.
4. On the Blog home page, notice the Settings button to the far right of the blog. Click the Settings button to reveal the menu containing the following options: Settings, Subscribe, Export, Permissions, Widgets, Assessment, Attachments and Recycle.

   a. Click the Settings link to change the Blog title and description, make the Blog available to users, add or change a banner image and the grading options for the Blog.
   b. Click the Subscribe link to periodically receive email notifications summarizing activity within the Blog.
   c. Click the Export link to download the Blog contents in a package file (.zip) as a standalone web site, a single web page, or as an importable archive (import to another Campus Pack Blog in Blackboard).
   d. Click the Permissions link to adjust the viewers, authors and owners of the Blog, as well as impose date/time restrictions on each person or group’s access.
e. Click the **Widgets link** to add (or remove) Comments, Voting, Rating, Feedback, Tags, Categories, Add This (Bookmark & Share), or Google Analytics, among others, to Blog pages.

f. Click the **Assessment link** to view the overall statistics for the Blog (total pages, views, comments, revisions), as well as individual users’ activity logs. If a Grade Center Entry was added for the Blog, the user log provides inline grading, as well as a link to the Grade Center, for easier grade entry.

*NOTE:* For more details about the Assessment area, please refer to the *Campus Pack Blog Assessment* documentation.

g. Click the **Attachments link** to view and manage all the files attached to the Blog.

h. Click the **Recycle link** to delete content.

*NOTE:* Only those users who are members of a particular group will be able to access their respective group Blog tools, except for the instructor, who can access all Blogs in their course.