Campus Pack Wikis

A Wiki is a website of one or more pages that allows people to add and edit content collectively. A Wiki starts with one page, the home page, and new pages can be added and linked together. Wikis allow multiple students to share and collaborate while an instructor can track changes and additions. Each course comes with a Course Wiki on the Tools page, but instructors can create additional Wikis to which all course members contribute (single copy deployment) and/or Wikis on which groups can collaborate privately (one per group deployment—please note Group Wikis are NOT visible to non-group members). Wikis can be used to record information and serve as a repository for course information and knowledge.

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

Configuring a Campus Pack Wiki:

1. Login to Blackboard.
2. Select the course containing the Wiki to be configured.
3. Navigate to the Wiki and click the View link to open it.
4. On the Wiki home page, notice the Settings button to the far right of the page. Click the Settings button to reveal a menu containing the following options: Settings, Page Hierarchy, Subscribe, Export, Permissions, Widgets, Assessment, Attachments, and Recycle.

   a. Click the Settings link to change the Wiki title and description, make the Wiki available to users, add or change a banner image, and edit the grade settings.
   b. Click the Page Hierarchy link to alter the order of existing Wiki pages.
   c. Click the Subscribe link to periodically receive email notifications summarizing activity within the Wiki.
d. Click the **Export link** to download the Wiki contents in a package file (.zip) as a standalone web site, a single web page, or as an importable archive.

e. Click the **Permissions link** to adjust the viewers, authors and owners of the Wiki, as well as impose date/time restrictions on each person or group’s access.

f. Click the **Widgets link** to add (or remove) Comments, Voting, Rating, Feedback, Tags, Categories, Add This (Bookmark & Share), or Google Analytics, among others, to Wiki pages.

g. Click the **Assessment link** to view the overall statistics for the Wiki (total pages, views, comments, revisions), as well as individual users’ activity logs. If a Grade Center Entry was added for the Wiki, 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 Wiki Assessment* documentation.

h. Click the **Attachments link** to view and manage all the files attached to the Wiki.

i. 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 Wiki tools, except for the instructor, who can access all Wikis in their course.