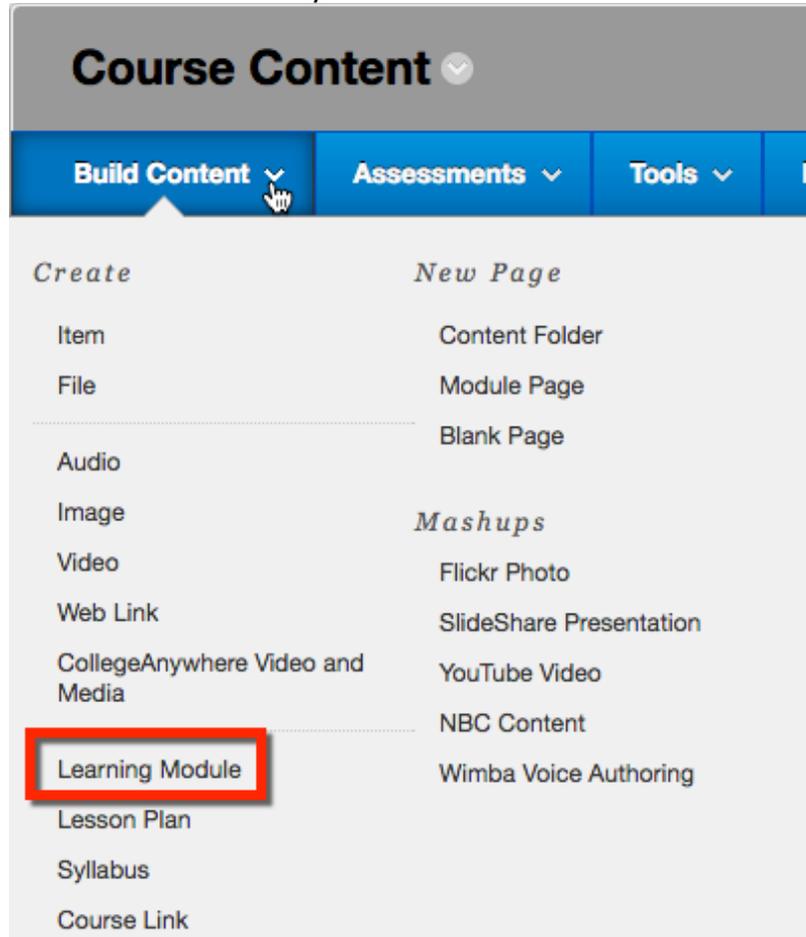


Create a Learning Module

Enter a Blackboard course and select a content area to add content. Once you are in a content area, hover your mouse over **Build Content** to open the drop down menu. Select **Learning Module**.

Note: Once the Blackboard Learning Module is created, students will be able to click the Learning Module title to open/download on their computer.



Learning Module Information:

Name: Create a name.

Text: Create content.

LEARNING MODULE INFORMATION

* Name

Color of Name Black

Text

For the toolbar, press ALT+F10 (PC) or ALT+FN+F10 (Mac).



Create content in this textbox.

Blackboard Questions? Contact the *Center for Online Teaching and Learning*

Email: blackboard@govst.edu Phone: (708) 534-4115

Learning Module Options:

Enforce Sequential Viewing of the Learning Module?: If you select Yes, students will have to view the content in the order that is presented. If you select No, students will be able to view the content in any order.

Open in New Window: If you select Yes, the Learning Module will open in a new window. If you select No, the Learning Module will open in the same window.

LEARNING MODULE OPTIONS

Select Yes to force users to progress through the content in the order that is set by the number next to each Content Item. Users are unable to advance to a page within the Learning Module without viewing the previous page.

Enforce Sequential Viewing of the Learning Module? Yes No

Open in New Window Yes No

Standard Options:

Permit Users to View this Content: Make sure Yes is selected or students will not be able to view this content.

Track Number of Views: You will be able to keep track of how many users view this material.

Select Date and Time Restrictions: Select availability dates and times to limit when students can view this material.

STANDARD OPTIONS

Permit Users to View this Content Yes No

Track Number of Views Yes No

Select Date and Time Restrictions Display After  

Enter dates as mm/dd/yyyy. Time may be entered in any increment.

Display Until  

Enter dates as mm/dd/yyyy. Time may be entered in any increment.

Table of Contents:

Show Table of Contents to Users: If you select Yes, students will be able to choose content from the Table of Contents. This is also a better way of organizing your materials.

Hierarchy Display: Select the different types of ranking for organization: Letters, Mixed, Numbers, and Roman Numerals.

Blackboard Questions? Contact the *Center for Online Teaching and Learning*

Email: blackboard@govst.edu Phone: (708) 534-4115

Once you are finished, click **Submit**.

TABLE OF CONTENTS

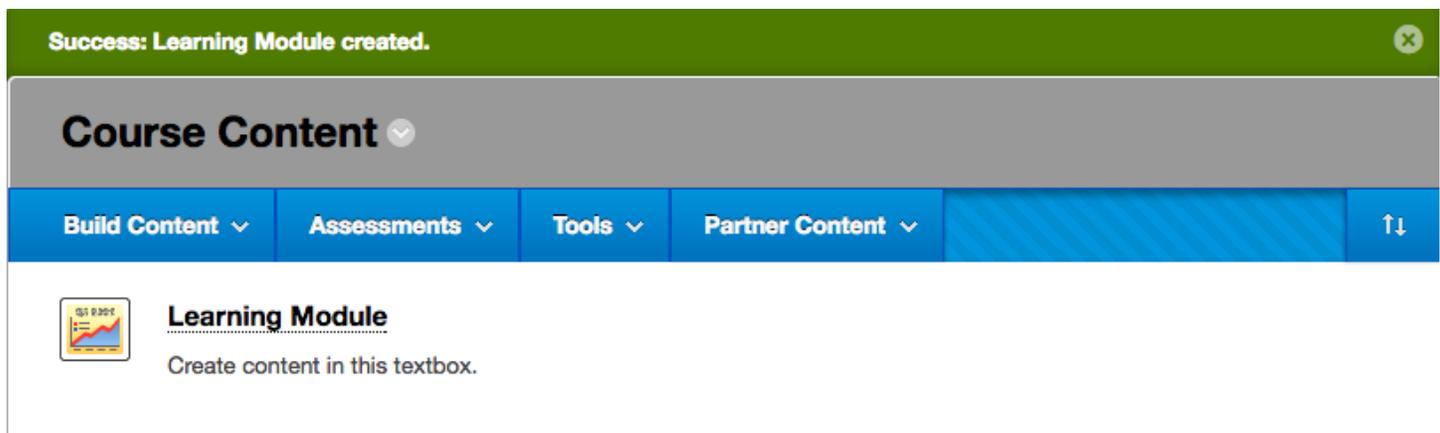
Select **Yes** to show a structured view of the Learning Module. Users can choose to display the Table of Contents on the bottom or on the side of the Learning Module.

Show Table of Contents Yes No
to Users

Hierarchy Display

- None
- Letters
- Mixed
- Numbers
- Roman Numerals

You have successfully created a Learning Module.



Success: Learning Module created.

Course Content

Build Content ▾ **Assessments** ▾ **Tools** ▾ **Partner Content** ▾ ↑↓

 **Learning Module**
Create content in this textbox.

Add content relevant to your course. Use **Content Folders** to help organize the module.

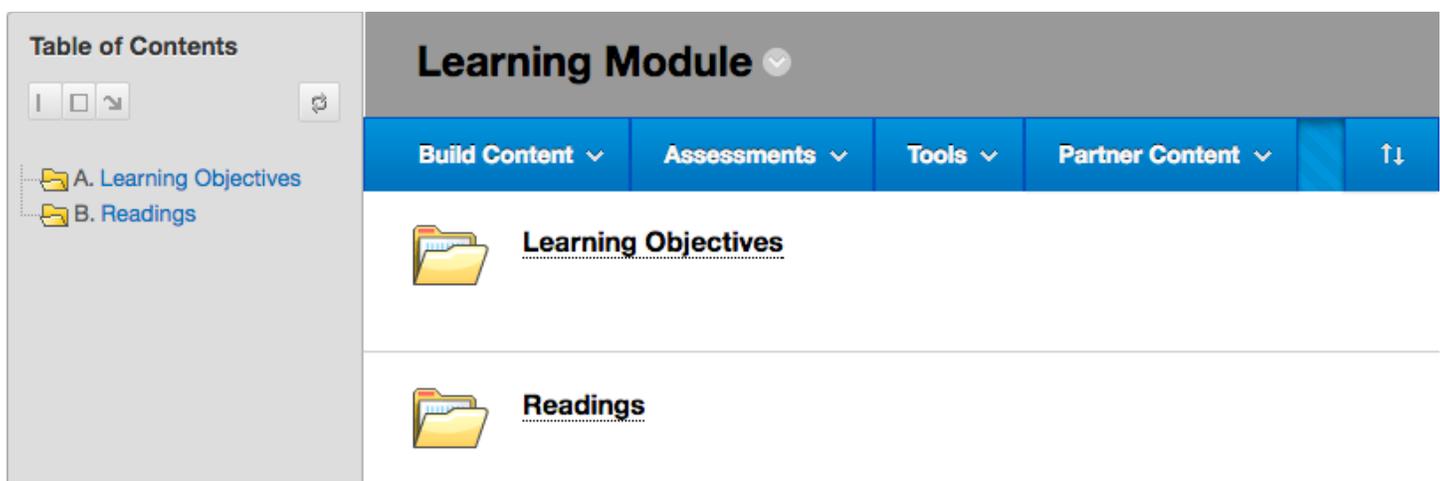


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- ☞ A. Learning Objectives
- ☞ B. Readings

Learning Module

Build Content ▾ **Assessments** ▾ **Tools** ▾ **Partner Content** ▾ ↑↓

 **Learning Objectives**

 **Readings**