



# Blackboard Learn™

## What's New in Content Management

### Onsite Blackboard Training

#### Overview

The What's New in Content Management workshop provides intensive, hands-on instruction covering the GUI-based administrative and teaching and learning functions introduced in the Blackboard Learn – Content Management\* technology between Release 7.0 and Release 9.0. A variety of hands-on activities and best-practice discussions provide for a very thorough understanding of how to manage daily tasks, increase administrator and instructor efficiency, and create dynamic learning environments for students. The workshop also presents best practices for supporting both Web-enhanced and fully online e-learning implementations.

#### Workshop Topics and Outcomes

##### *Session One: Administering Content Management*

- ***What's New in Content Management Overview.*** Identify the administrative, instructional, and student-focused advancements; Locate new tools and features on the Administrator Panel.
- ***Managing Content Collection and Sharing.*** Enable/Disable Content Collections; Search for and manage orphaned content by user and location; Manage the Recycle Bin; Manage user lists; Download and restore Packages; Archive and restore a course which contains links to content stored in Collections; Discuss GUI components for backing-up and recovering content; Enable default metadata standards and define custom metadata templates; Discuss reusable Learning Objects.
- ***Managing e-Portfolio Templates.*** Describe Personal Portfolio capabilities and benefits; Define artifacts; Create and modify Personal e-Portfolio templates.
- ***Operations Management.*** Locate and review the online administrator manual and Quick Tutorials; Navigate Behind the Blackboard for product documentation and release notes; Search the Knowledge Base; Troubleshoot and report system issues.

##### *Session Two: Teaching and Learning with Content Management*

- ***What's New in Content Management Overview.*** Identify instructional and student-focused advancements; Locate modifications to the graphical user interface from the instructor and student perspectives.
- ***Collecting and Sharing Content.*** Establish Personal Settings; Describe Detail View menu enhancements; Identify and utilize enhanced item and folder properties, including Versioning, Tracking, and Comment; Add new reusable Learning Objects and share with a course; Tag and discover content with new metadata templates; Move files to and manage the Recycle Bin; Deploy enhanced Workflows to share content and track progress; Create and email Passes on folders; Archive courses which contains links to content stored in Collections.
- ***Creating and Managing e-Portfolios.*** Differentiate between Basic and Personal Portfolios; Define and collect e-Portfolio artifacts; Create a Personal Portfolio; Add, share, view, download, and comment on e-Portfolios; Discuss Portfolio templates and e-Portfolio quality assurance.
- ***Locating Resources.*** Locate and search the online instructor manual and Quick Tutorials; Navigate Behind the Blackboard™ for product documentation and release notes; Identify additional resources including the Knowledge Base, Ask Dr. C, and Blackboard Connections.



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### Who Should Attend

All participants should have some experience with previous versions of the Content Management technology (formerly known as the Blackboard Content System™).

#### *Session One: Administering Content Management (1day in length)*

- System Administrators and support personnel managing and supporting the move to:
  - Blackboard Learn™ - Content Management module (Release 9.x)
  - Blackboard Content System™ (Releases 7.x, 8.0) – The workshop topics will be modified accordingly for institutions running these previous versions.

#### *Session Two: Teaching and Learning with Content Management (1day in length)*

- All users at the institution who collect, share, and discover content using:
  - Blackboard Learn™ - Content Management module (Release 9.x)
  - Blackboard Content System™ (Releases 7.x, 8.0) – The workshop topics will be modified accordingly for institutions running these previous versions.

### Duration and Costs

- Workshop is 2 days in length (6 hours of instruction each day)
- 5,700 USD for up to 15 participants in each session (training consultant travel and expenses are not included in the cost)

For any questions, please email [training@blackboard.com](mailto:training@blackboard.com) or contact your Client Manager.

\* Prior to Release 9.0, this was known as the Blackboard Content System™.