



Blackboard

Blackboard Learn™ for Content Management

Hybrid: Online & Face-to-Face Training Materials Package

Blackboard Training Materials License

Overview

This Hybrid Training Materials Package provides the resources you need to quickly and successfully offer a comprehensive training program that prepares faculty, staff, and students to effectively use the Blackboard Learn™ – Content Management* technology. The materials are professionally developed and flexible enough to meet the needs of all your faculty and students. These digital materials are also fully customizable to fit the unique needs of your institution.

This Training Materials Package offers multi-modal curriculum that meets a broad variety of training needs. The **four face-to-face workshops** are designed primarily for faculty training, while **two online courses** offer self-directed learning for both students and faculty.

Training Materials: Face-to-Face Workshop Details

The face-to-face workshops include complete, ready-to-use training materials for four workshops, each two-to-three hours in length. For each of the workshops in the package, you will receive:

- Participant manual in Microsoft Word™ format that incorporates tips, examples, streamlined instructions, and hands-on activities
- Participant agendas and instructor notes
- Accompanying Microsoft PowerPoint™ presentations that reinforce the agenda and manual

The Training Materials are provided for the following workshops:

- **Getting Started: Content Management Basics.** In this introductory workshop, participants will discover the benefits of the Blackboard Learn - Content Management technology as they upload, organize, edit, and link to content.
- **Sharing and Finding Content.** Participants will learn how to share content with users and groups, as well as with individuals outside of their institution. They will also learn how to browse and search for shared content.
- **Collaborating with Others.** In this intermediate workshop, participants will learn to use versioning, comments, and tracking to collaborate with others. Optional material on workflows is also included.
- **Creating and Managing Portfolios.** In this workshop, participants will learn to create, share, and manage personal portfolios.

Training Materials: Online Series Course Details

The Training Materials Package includes two online courses, one designed for faculty, the other for students. Although you can easily modify the format, the courses are designed to be self-directed, allowing participants to learn at their own pace.

For each of the courses in the package, you will receive:

- Important conceptual information and examples
- Quick Step instructions (online and print format)
- Hands-on activities and Quick Check self-tests
- Interactive Flash demonstrations
- “Going further” tips, best practices, and commonly asked questions



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Training Materials are provided for the following topics:

- **The Basics**
 - Exploring the Blackboard Learn -Content Management technology
 - Adding and Managing Content
 - Editing Content
- **Sharing and Collaboration**
 - Setting Permissions
 - Linking to Content
 - Comments, Tracking and Versioning
 - Collaborating with Others
- **Portfolios**
 - Creating Portfolios
 - Managing Portfolios

Cost and Product Delivery

Once you have purchased the Training Materials, the product is yours to use as many times as necessary. There is no use limit associated with this product.

- The Hybrid Training Materials Package: 5,000 USD (Consortia and K-12 pricing is available)

Once your order is processed, you will typically receive an email within two business days with your download access information for your purchased Training Materials.

Materials Licensing Annual Subscription

Blackboard Training understands the importance of helping institutions to continuously support their users. Institutions that license Blackboard Training Materials will be eligible to access any versions of the licensed materials made generally available during that year through the payment of an annual subscription fee. Versions of the Training Materials package include materials that have been updated for product functionality, as well as training approaches and learner interactivity. Institutions that license the materials will receive an annual renewal invoice for the subscription fee beginning Year Two of their contract.

Annual subscription fee:

- Hybrid Training Materials Package - 2,000 USD

About Materials Licensing

Training Materials can be reproduced and used for multiple training events at your school, district or organization; however, they may not be posted on a public Web site or used to train external participants. Training Materials may only be used with the staff and faculty at your institution.

Request a Free Preview

For additional information or to request a free preview of our Training Materials, please email materials@blackboard.com.

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