EP Blackboard Course Style Guide

Course Content
You should always break your course content into manageable sections for your students. On Blackboard, these divisions should be created into folders called Modules. Each module should include the module number and title.

Give each module a number and title using the format Module #: Title

All titles should be left to the default font Arial, size 3 and the color of the name should be set to EP Blue #0067AC

The module folders should be created using Content Folders.
Sections of the module that contain the paper icon are created as an Item.

All section headings should be in “EP Blue” #0067AC.

Create an Item and attach files for the Content section.

Create a Content Folder to organize lectures & videos.

Link to the Discussion Board by adding an Interactive Tool.

Add Assignments & Tests using Create Assessment.

Module 1: Title

Overview

Summary

Introduce the Module with a brief paragraph of text that describes what they will learn in the Module. Be sure to write in a student-centered tone by addressing the students as <you> rather than impersonal <the student>.

Objectives

List the learning objectives for the module here as a bulleted list. Remember that good learning objectives are student-centered and measurable. Usually, learning objectives start with the phrase: After completing this module, you will be able to:

Learning Guide

The Learning Guide provides the student with instructions on how to complete the module. This should include a description of everything they need to do and the order in which they should do it.

Readings

Post any readings that are associated with this module including books, articles, or documents. If you are providing them with materials you may attach them as PDFs to this item.

Content

Attached Files: 635411 Mod 01 Content.pdf (3.106 MB)

Lectures & Videos

Module 1 contains two lectures that will discuss (1) Teaching Online and (2) Best Practices.

Discussion Board

If there is a Module discussion, provide a link to the Discussion Board as well as instructions on how to participate (what questions they should answer, should they respond to classmates, due date, etc.)

Module 1 Assignment

Assignments are created by using the Create Assessment drop-down menu. Create Assignments for work that is to be submitted by the student. Provide detailed instructions and link any documents or files they may need to access. You can create multiple Assignments if you have more than one for the module.

Module 1 Quiz

Tests, Quizzes, and Surveys can be added to your modules. Create them using the Create Assessment drop-down menu.