

# Blackboard – Course Content

## Student View vs Teacher View

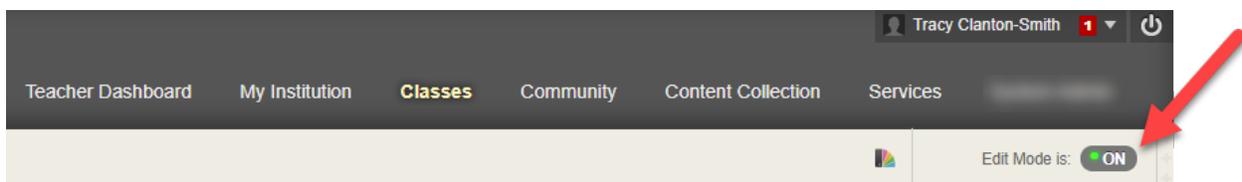
When working in Blackboard, please remember that everything that you see in the course is what the student can see (except for the Control Panel). If a student asks a question about course content in a Unit/Lesson, you may simply go to the Unit/Lesson to review the material so that you can then answer the student's questions. For new teachers, we suggest that you become very familiar with your course content and what students see so that you may answer their questions more easily.

As an instructor, you have access to the following items that students **do not**:

- **Edit Mode:** Found in the upper right corner of the course above the banner. Normally, your Edit Mode is set to OFF so that everything that you see is exactly what students see within the normal course menu. When you turn ON the Edit Mode (toggle button), you are provided with access to teacher-only material.
- **Control Panel:** This is where you will find Bb Collaborate Ultra, the full Grade Center, Needs Grading, and the Final Exams SmartView.

### Edit Mode Option (toggle button for On/Off):

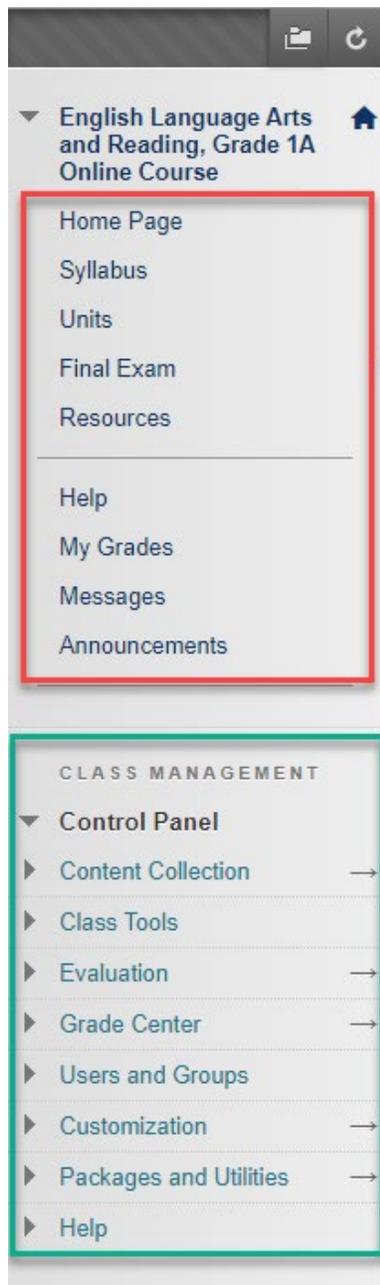
This option is usually showing to be OFF when you first enter a course. You will need to click on the button to toggle it from OFF to ON. The Edit Mode being ON will allow for you to access “teacher-only” resources and materials (such as Answer Keys that are embedded into the course).



- In the main menu of most courses, you will find a Resources area (link). Sometimes if all the resources are meant only for instructors to view, the link will not appear in the menu if the Edit Mode is not turned ON.
- If the Resources area in the course provides student resources and instructor resources, when you click on the Resources link in the menu you will find “hidden” folders/items that students will not see.

## Course Menu Example:

As an instructor, you will see the same course content as your students see when you access anything from the main course menu. Students **do not see** the bottom portion for Class Management/Control Panel.



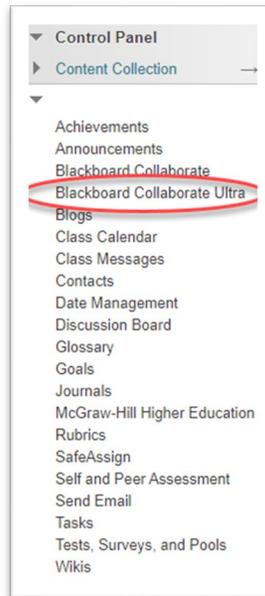
Students & Instructors see the same content in the upper menu

Only Instructors see the Control Panel Options

## Control Panel Options:

### Class Tools:

- **Blackboard Collaborate Ultra** – This tool will allow you to set up your weekly Tutorial Sessions for students that need to meet online with you to receive tutoring.



### Grade Center:

- **Needs Grading Area** – This is the area you will go to daily to see what assignments have been submitted that you need to grade.
- **Full Grade Center** – This provides a view of the “full grade center.” This will be where you go to find the Course Grade when a student completes the course.
- **Final Exams** – This SmartView shows a list of all students that have completed a final exam. This allows you to check Final Exams that have been submitted, especially for those finals that are automatically graded by Blackboard. Automatic graded final exams will not show in your Needs Grading area.

