



Blackboard

Content Building

Creating a Learning Module

Issues and Answers

Issue: I want to reduce the clicks to access the course contents.

Answer: You can try using a Folder (see **Creating a Folder** job aid) to have content displayed on one single page but remember this can lead to extra scrolling.

Issue: I want to control the flow of the content in a Learning Module.

Answer: You can enable the **Enforce Sequential View** option. At this time we aren't recommending this since it limits the options to the students but with the Adaptive Release options it can provide a guided structure to the learning content.

Learning Modules are used to assist in organizing the course content for your students. They are best used when organizing content for a specific chapter, unit, or week. It is suggested to be familiar with the **Organizing Your Course Content** job aid to understand various organizational methods before proceeding.

Learning modules are similar to folders. But they also include a Table of Contents. The table of contents provides a nice overview of the entire contents of the module, including any nested folders, and can be used to navigate around the module. It remains visible even if the student has to scroll the page down to fully see an item. Another key feature of learning modules is an option is to force content to be accessed sequentially, one item at a time. This can be used, for example, in a weekly module to force the student to do the week's activities in a specific order.

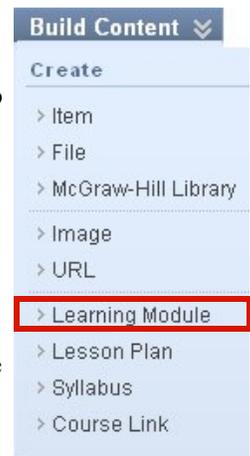
Creating a Learning Module:

You will need to either open an existing content area or folder to create a new Learning Module.

Move your mouse over the **Build Content** menu item to reveal the drop down menu then click on **Learning Module** under the **Create** column.

Next you will need to provide a **Name** for the Learning Module and click **Submit** to complete the process.

Note: The text box allows you to add text that is viewable by the students before they click to open the Learning Module.



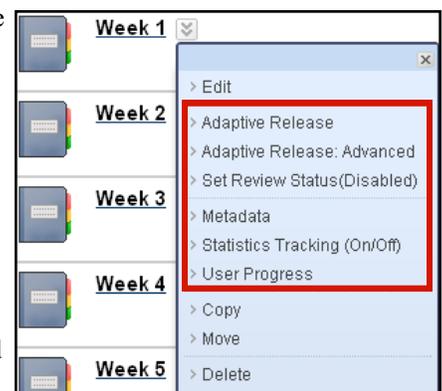
Opening a Learning Module:

Click on the Name of the Learning Module to open it and see or add to its contents.

Modifying a Learning Module:

Learning Modules have a set of options off the action menu. **Edit** provides access to the same information you could choose when you created the Learning Module. **Copy** allows you to copy the Learning Module and its contents to another location in this or some other course in which you are an instructor. **Move** will move it to a new location. **Delete** will remove the Learning Module and its contents from the course.

The menu items in the red box will be covered in future, advanced job aids.



Options for Learning Modules:

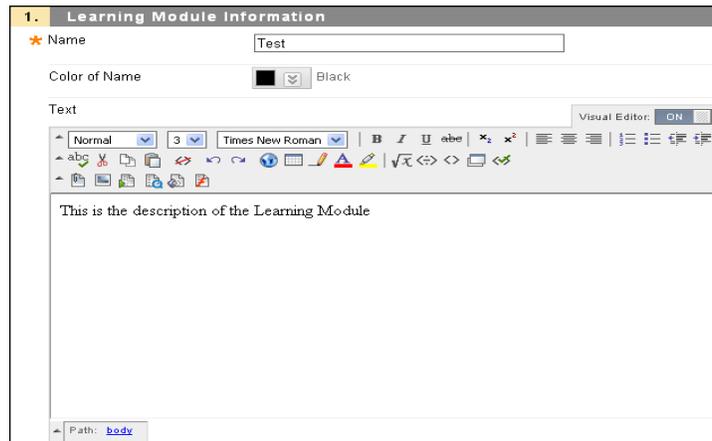
These options are available when you click on the Action Menu then the Edit drop down menu item.

Tips and Tricks

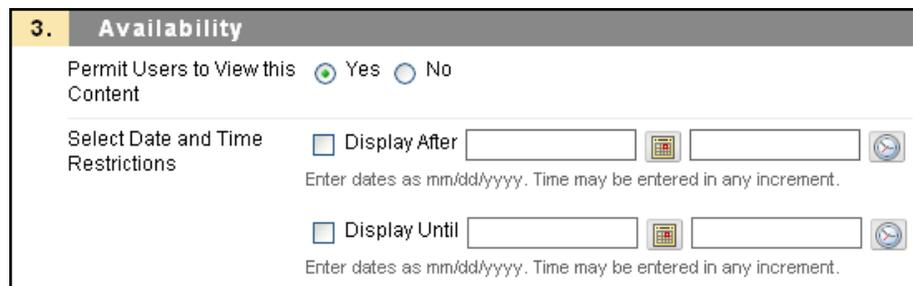
Tip: Keep in mind that if you enable an option that disables the view of a Learning Module, all items inside that area will be disabled as well including links that you may have to those items from another area.

Tip: Use of the Learning Module can make it more appealing to the students especially when you use the Visual Text Editor to add your content into the course.

Section 1 provides the option to change the Name and the description for the Learning Module.



Section 2 provides options for specifying if both icons and text will be displayed for items placed within the Learning Module. Section 3 options can be used to control the availability of the Learning Module and its content including being able to set dates and times for when to display module contents and when to stop displaying it.



Section 4 is where you can force students to view the contents of the module one item at a time. If **Enforce Sequential View of the Learning Module** is set to Yes the student will have to click an arrow button to move to the next item. Finally, section 5 is where you can turn on or off the display of the table of contents and determine what numbering is used within it. By default the table of contents remains visible even when the student has to scroll the window to see an item, although the student can choose whether to see it on the left or bottom of the window and can even minimize it if they so choose.

