

# Preparing Your Unit Resources Area on Blackboard

In an attempt to beef up the graphical interface new icons are available for unit resources. A bit of initial setting up is needed.



# 1. Get the URLs for the content folders for your Unit

You will need the URLs to associate with the icons at the top level of your unit resources area

- Navigate to your unit resources folder

Semester 1 > Semester 1 Units >  
**Your unit** > Unit Materials

- Make a note of all the URLs of your folders:

- Right click on the folder and **copy** (Ctrl-C) the address of that folder
- Paste the URL into a text editor or MS Word

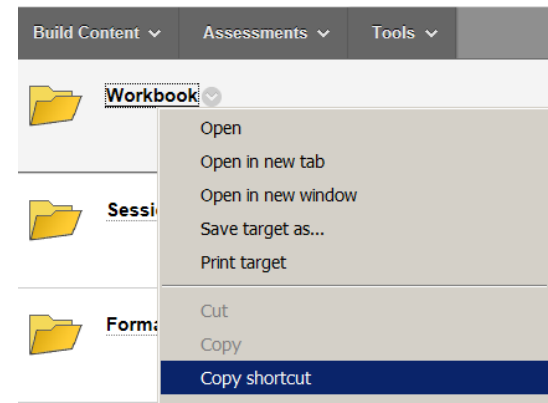
e.g.

**Workbook:**

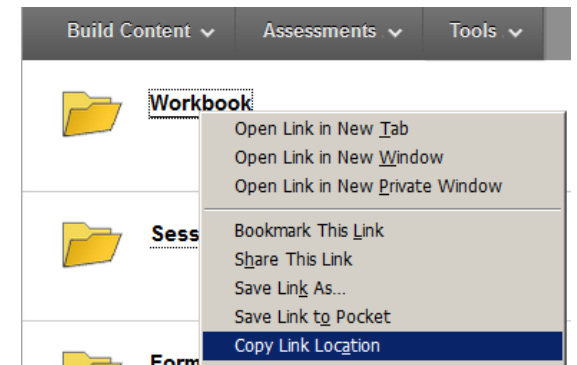
[https://blackboard.le.ac.uk/webapps/blackboard/content/listContentEditable.jsp?content\\_id=\\_1364697\\_1&course\\_id=\\_11294\\_1](https://blackboard.le.ac.uk/webapps/blackboard/content/listContentEditable.jsp?content_id=_1364697_1&course_id=_11294_1)

**Sessions:**

[https://blackboard.le.ac.uk/webapps/blackboard/content/listContentEditable.jsp?content\\_id=\\_1364699\\_1&course\\_id=\\_11294\\_1](https://blackboard.le.ac.uk/webapps/blackboard/content/listContentEditable.jsp?content_id=_1364699_1&course_id=_11294_1)

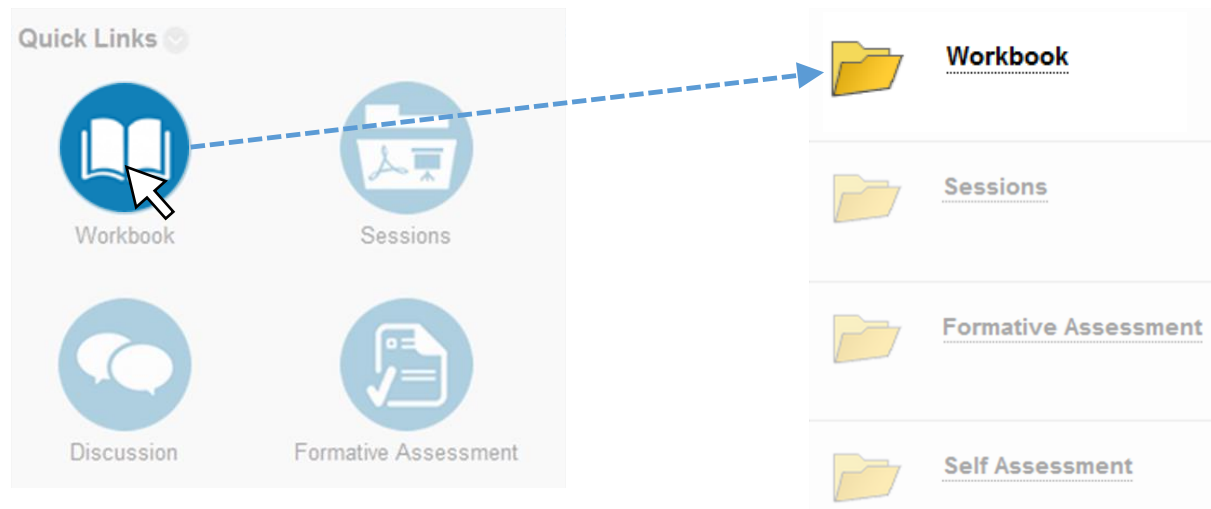


Copy URL Internet Explorer



Copy URL Firefox

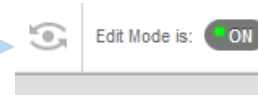
## 2. Add links to content folders to the Icons for your Unit



- Now navigate to the Semester 1 folder and add the links to the icons for your unit

Semester 1 > Semester 1 Units > ***Your unit***

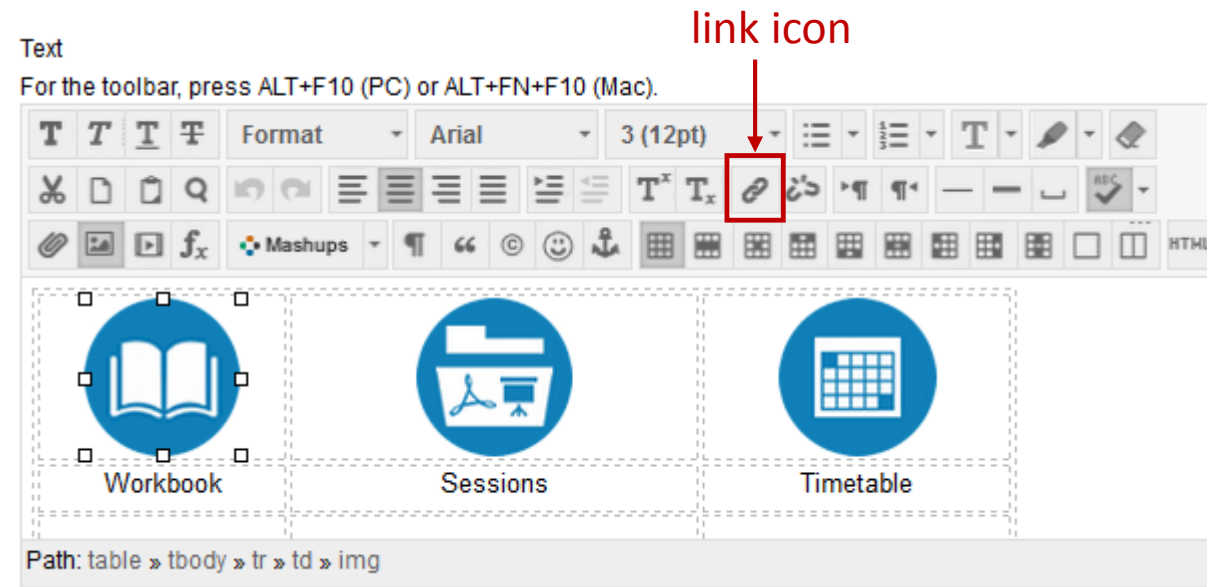
- Make sure **Edit Mode** is on:



- Hover your cursor next to the **Quick Links** item
- Select **Edit** from the dropdown menu

A screenshot of a web interface for a unit titled 'Very Early Clinical Experience'. Below the title is a navigation bar with 'Build Content', 'Assessments', and 'Tools' dropdown menus. Below this is a 'Quick Links' section with several icons: 'Workbooks', 'Timetable', 'Discussion', and 'Self Assessment'. A dropdown menu is open over the 'Workbooks' icon, listing options: 'Edit', 'Adaptive Release', 'Adaptive Release: Advanced', 'Set Review Status(Disabled)', 'Metadata', 'Statistics Tracking (On/Off)', 'User Progress', 'Copy', 'Move', and 'Delete'. The 'Edit' option is highlighted at the top of the dropdown.

- Click on an icon to highlight it
- In the toolbar click the **link icon**



- Paste the relevant URL from your text document into the **Link Path** dialogue

Link Path

- Click **Insert**
- *Repeat for the text i.e 'Workbook' if you wish*
- Repeat for all other icons

3. Add links to resources for  
each week

- Navigate to the folder for your unit resources

- Click on **Sessions** and select the session you wish to add to

- Make sure **Edit Mode** is on:

## Semester 1

### Quick Links



Very Early Clinical Experience



Medical Cell Biology and Genetics



Body Logistics



Introduction to Physiology and Pharmacology



Introduction to Public Health & Epidemiology



Applied Social, Behavioral & Healthcare Delivery Science Sci I

### Quick Links



Workbook



Sessions



Discussion



Formative Assessment

## Session 1



### Lecture 1

Date:  
Speaker:



Description

*your text here*

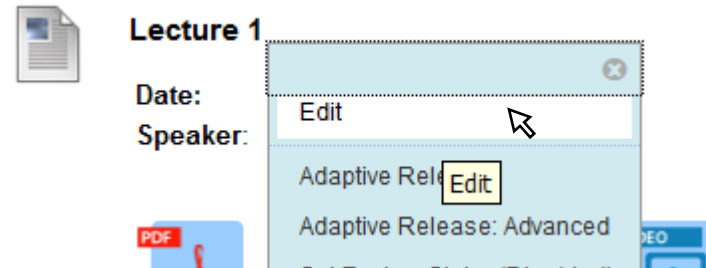


Edit Mode is:

ON

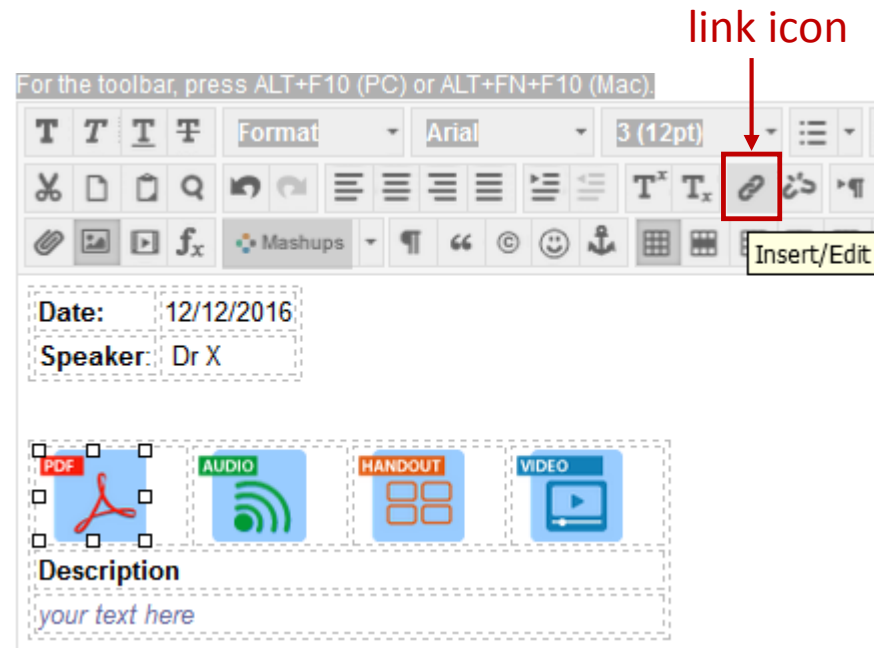


- Hover your cursor next to the resource title i.e Lecture  $n$
- Select **Edit** from the dropdown menu



Your basic resources will be available in different formats: PDF, Audio, Handout (6 slides per page) you can link them to dedicated icons ...

- Highlight the appropriate icon
- Click the **link icon** in the editor tool bar



- Navigate to the resource in the content collection *(having first set up your **WebDav** folder and uploaded resources to the relevant session folder)*


- Click the radio button to the left of the resource

- Select Open on New Window from the Target dropdown

Link Path

Browse

Location:  /  /  /  /

Type	Name	Versions	Last Modified
<input type="radio"/>	 Session 1 Lecture 1.pdf	Off	14-Jun-2016 10:36:1

*When attaching a file from your computer, you mu*

Target

Title

Class

- Repeat for other icons as necessary
- Click Submit

The screenshot shows a web-based editor interface for creating mashups. At the top is a toolbar with various icons for editing, including a pencil, image, video, function (fx), a dropdown menu labeled 'Mashups', and other symbols like a quote, copyright, smiley, anchor, and grid. Below the toolbar is a dashed-line table containing four icons: a PDF icon (red triangle), an AUDIO icon (green Wi-Fi symbol), a HANDOUT icon (orange grid), and a VIDEO icon (blue play button). Underneath the table is a 'Description' field containing the text 'Lecture about interesting stuff'. At the bottom, a path indicator shows 'Path: table » tbody » tr » td » img'.

PDF	AUDIO	HANDOUT	VIDEO
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**Description**  
*Lecture about interesting stuff*

Path: table » tbody » tr » td » img