**Blackboard (WS 3) – Content Collection**
In this workshop users will gain an understanding of the Blackboard environment and learn the basic features. Attendees will learn how to:

* Content and Files: organizing, naming, and loading course content into the Content Collection (rather than into the course itself), as well as editing those files.
* The importance of organizing the Content Collection using folders and subfolders
* How to add content to the Content Collection
* How content in the Content Collection gets into a course

Faculty, Staff and TA's are encouraged to attend