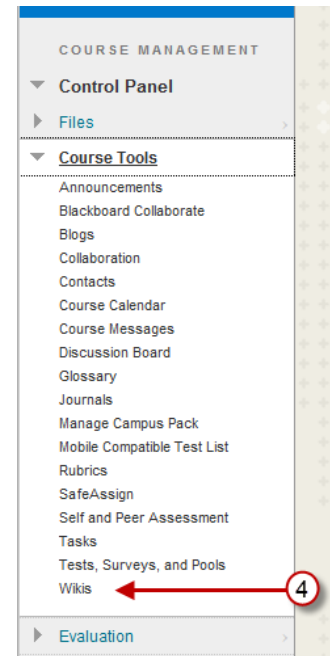
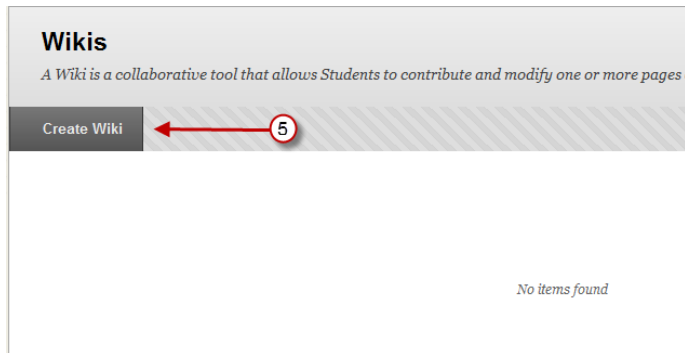
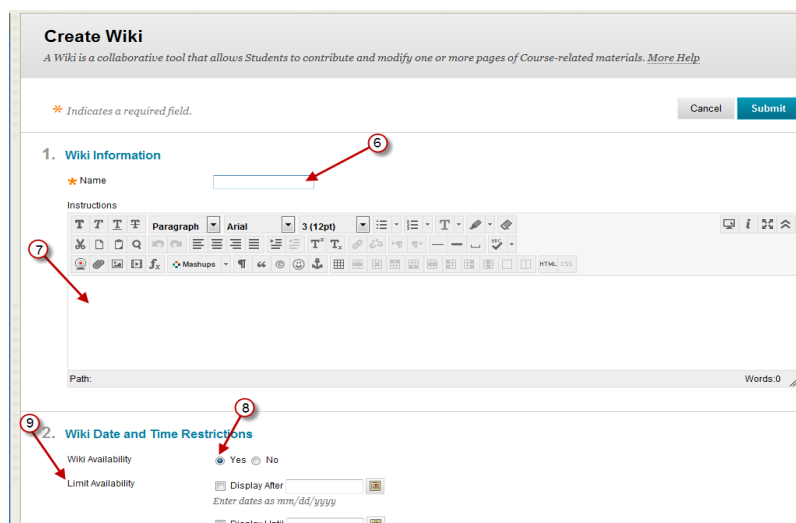


How to Create a Wiki

1. Access the course.
2. Change Edit Mode to ON.
3. On the Control Panel, expand the Course Tools section.
4. Select Wikis.
5. On the Wikis listing page, click Create Wiki



6. On the Create Wiki page, type a name for the wiki.
7. Type optional Instructions. Format the text and add images, links, multimedia, mashups, and attachments using the functions if needed. Attachments added using the content editor can be launched in a new window and have alternate text added to describe the attachment.
8. Select the Yes option to make the wiki available to users.
9. Use the Display After and Display Until date and time fields to limit availability of the wiki. Select the Display After and Display Until check boxes in order to enable the date and time selections. Display restrictions do not affect the content in the wiki, only the appearance of the wiki.



Create Wiki
A Wiki is a collaborative tool that allows Students to contribute and modify one or more pages of Course-related materials. [More Help](#)

* Indicates a required field.

Cancel Submit

1. Wiki Information

Name

Instructions

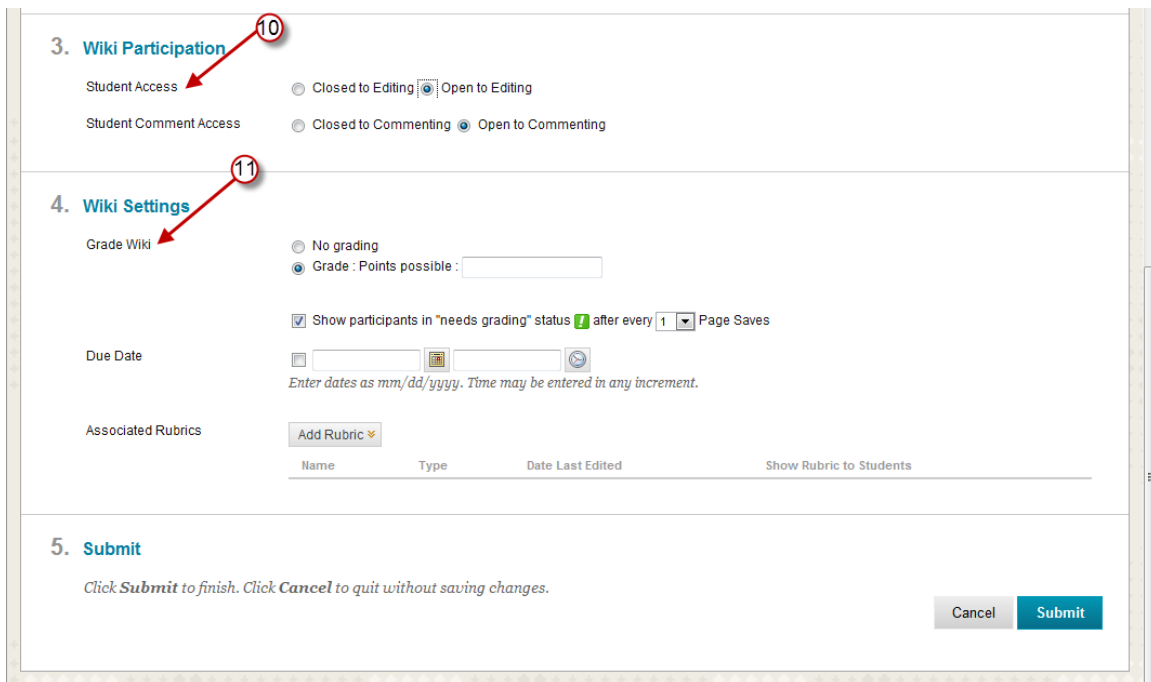
Path: Words: 0

2. Wiki Date and Time Restrictions

Wiki Availability
☒ Yes ☐ No

Limit Availability
☐ Display After
 Enter dates as mm/dd/yyyy
☐ Display Until

10. Select the Student Access option. Student access can be changed at any time.
 1. Closed to Editing: Select this option when the instructor will be the only one contributing pages or to disallow further page editing by users, such as when the wiki pages are set to be graded. Wikis can still be viewed when Closed to Editing is selected.
 2. Open to Editing: Allows users to modify any wiki page. In a group wiki, a user must be a member of the group to edit a wiki page.
11. Select No grading or the Grade option and type the number of Points possible. Points possible will apply to one or more pages added and all edits by the user. Once a wiki is set to be graded, a column is created for it in the Grade Center. It is permanently gradable and cannot be set to No grading.
12. Click Submit.




3. Wiki Participation



Student Access ☐ Closed to Editing ☒ Open to Editing

Student Comment Access ☐ Closed to Commenting ☒ Open to Commenting

4. Wiki Settings

Grade Wiki ☐ No grading ☒ Grade : Points possible :

☒ Show participants in "needs grading" status  after every Page Saves

Due Date  

Enter dates as mm/dd/yyyy. Time may be entered in any increment.

Associated Rubrics

Name	Type	Date Last Edited	Show Rubric to Students
------	------	------------------	-------------------------

5. Submit

Click **Submit** to finish. Click **Cancel** to quit without saving changes.

For more help on Wikis go to: <http://tinyurl.com/c8kl4zk>

For more help on using Blackboard 9.1 go to: <http://tinyurl.com/csng4wk>

Or visit the Blackboard On Demand site at <http://ondemand.blackboard.com/>