Blackboard Learn Ultra – How to Create a Journal

The following steps show how you can create a journal within a blackboard learn course.

Steps to create a journal:

1. Go to your course on Blackboard.
2. Click on the cross icon (+) right where you want to create the journal.

A red arrow pointing to a plus and a red arrow

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1. Select “Create”

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1. From the pop-up menu on the right, scroll all the way down.
2. Click on “Journal”.

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1. Give a name to the Journal.

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1. Use the dedicated space to inform the students what they should focus on.

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1. Click on “Save”

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1. Use the “Participation” button on the top left corner to see which students participated.
2. From the top right corner of the screen, make the Journal visible so that the students can see it.

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