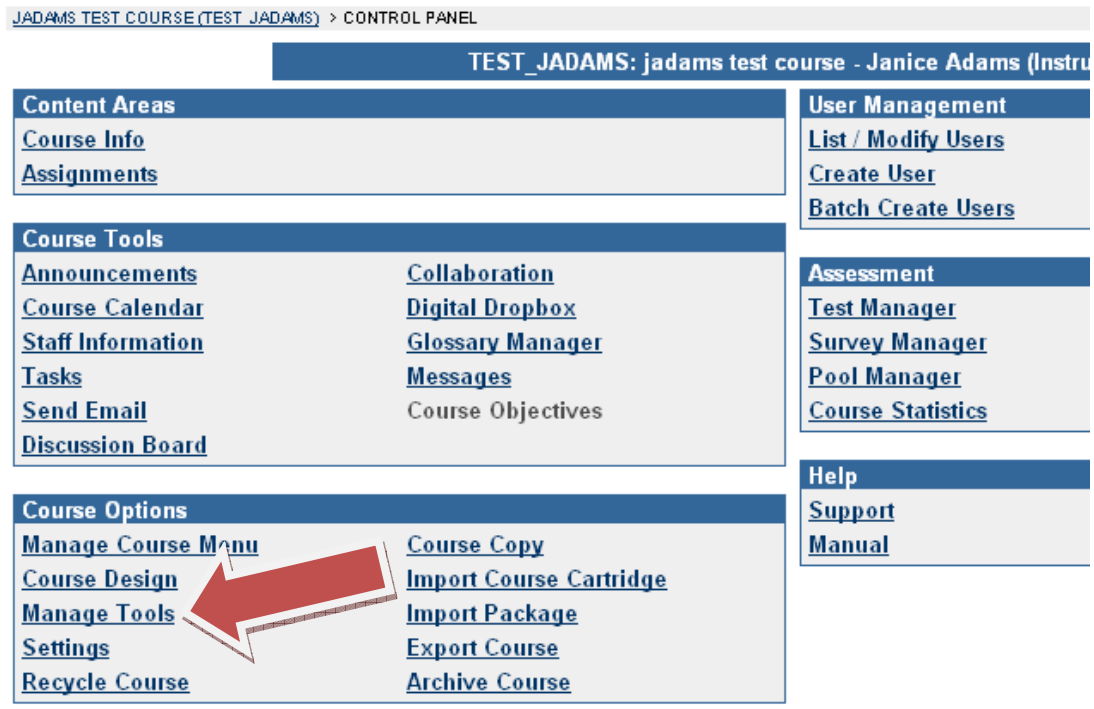


How to configure Blog, Wiki, and Podcast Manager Tools

The first step is to make the tools you want to use available.

In Control panel, click on Manage Tools in the Course Options section (fig. 1).



The screenshot shows the control panel for the course 'TEST_JADAMS: jadams test course - Janice Adams (Instru)'. The page is organized into several sections:

- Content Areas:** Course Info, Assignments
- Course Tools:** Announcements, Course Calendar, Staff Information, Tasks, Send Email, Discussion Board, Collaboration, Digital Dropbox, Glossary Manager, Messages, Course Objectives
- Course Options:** Manage Course Menu, Course Design, Manage Tools, Settings, Recycle Course, Course Copy, Import Course Cartridge, Import Package, Export Course, Archive Course
- User Management:** List / Modify Users, Create User, Batch Create Users
- Assessment:** Test Manager, Survey Manager, Pool Manager, Course Statistics
- Help:** Support, Manual

A red arrow points to the 'Manage Tools' link in the Course Options section.

Figure 1. Click on Manage Tools

Select Building Block Tool Availability (fig. 2).

Manage Tools

- ▶ [Tool Availability](#)
- ▶ [Building Block Tool Availability](#)
- ▶ [Content Type Availability](#)

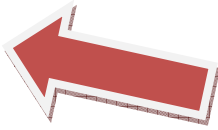


Figure 2. Building Block Tool Availability

Select the boxes to the right of the tools you would like to add (fig. 3).

Building Block Tool Availability

Tool	Available
Blackboard Scholar Blackboard Scholar	<input type="checkbox"/>
Blackboard Sync Blackboard Sync	<input checked="" type="checkbox"/>
Blog Tool Blog Tool	<input checked="" type="checkbox"/>
My Scholar Home My Scholar Home	<input type="checkbox"/>
Podcast Podcast	<input type="checkbox"/>
Scholar Course Home Scholar Course Home	<input type="checkbox"/>
Search Search	<input type="checkbox"/>
Wiki Tool Wiki Tool	<input type="checkbox"/>

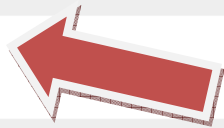


Figure 3. Select tool availability box