

## BLACKBOARD INSTRUCTOR

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Blackboard Instructor is a mobile app that enables you to view course content and connect with students in discussions. The app is available on iOS and Android mobile devices.

Blackboard Instructor is available on iOS and Android mobile devices. Courses where you are enrolled as an instructor, teaching assistant, or course builder appear in the app.



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Quickstart.....	2
Feature Guide for Blackboard Instructor .....	2
Announcements in Blackboard Instructor .....	4
Course Content in Blackboard Instructor .....	5
Course List.....	5
Discussions.....	6
Due Dates.....	7
Tests and Assignments.....	7
Accessibility.....	8

## QUICKSTART

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### REQUIREMENTS

Your device needs one of these operating systems to run the Blackboard app.

- iOS 9.0+
- Android 4.2+

### INSTALL APP AND LOG IN

Follow these steps to download and install the Blackboard app.

1. From your device, access the appropriate online store.



Download on your iOS® device



Download on your Android™ device



Download on your Windows® device

2. If necessary, search for **Blackboard**.
3. Install the app on your mobile device.
4. Open the Blackboard app and search for “West Texas A&M University”.
5. Log in with your WT username and password. These are typically the same credentials you use to access your WTClass courses on a computer.

## FEATURE GUIDE FOR BLACKBOARD INSTRUCTOR

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Blackboard Instructor shows only the courses where you are enrolled as an instructor, Teaching-Graduate Assistant, or course builder. Students use the *Blackboard app* for students to access their courses instead.

With Blackboard Instructor, you can perform these tasks:

- Preview course items, assignments, and tests.
- Participate in discussions.
- Send announcements.

### COURSE LIST

After you log in, you see all your current courses where you are enrolled as an instructor, Teaching-Graduate Assistant, or course builder. Tap a course card to access a course.

## COURSE OVERVIEW

From the course list, tap a course card to see its Course Overview. This concise view of your course provides access to these items:

- Due dates
- Announcements
- Course content
- Discussions

You can also view a list of instructors and send email to them. Your courses may look different than they do in a web browser, but you will easily navigate through your content.

## TESTS AND ASSIGNMENTS

Tests and assignments are included in Course Content. You can view an assessment's details and preview it to see the student experience.

## DISCUSSIONS

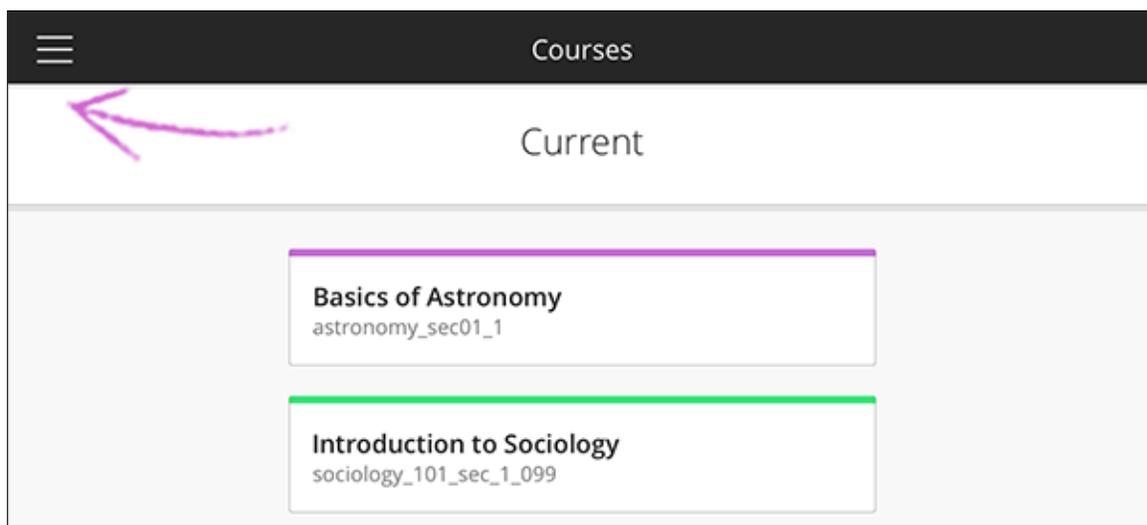
See the current activity and participate in discussions. Read and reply to your students' posts.

## ANNOUNCEMENTS

Send announcements within individual courses to keep students motivated and on track.

## MENU

Tap the menu button at the top of the Courses page to access your course list, log out, or view settings.



## LANGUAGES

Blackboard Instructor is available in over 30 languages, including English, Arabic, Chinese, Dutch, Italian, German, Japanese, Korean, Portuguese, and Spanish.

The language of the app comes from your device's operating system, not your WTClass (Blackboard Learn) language preference. Language settings affect the app interface, but not course content.

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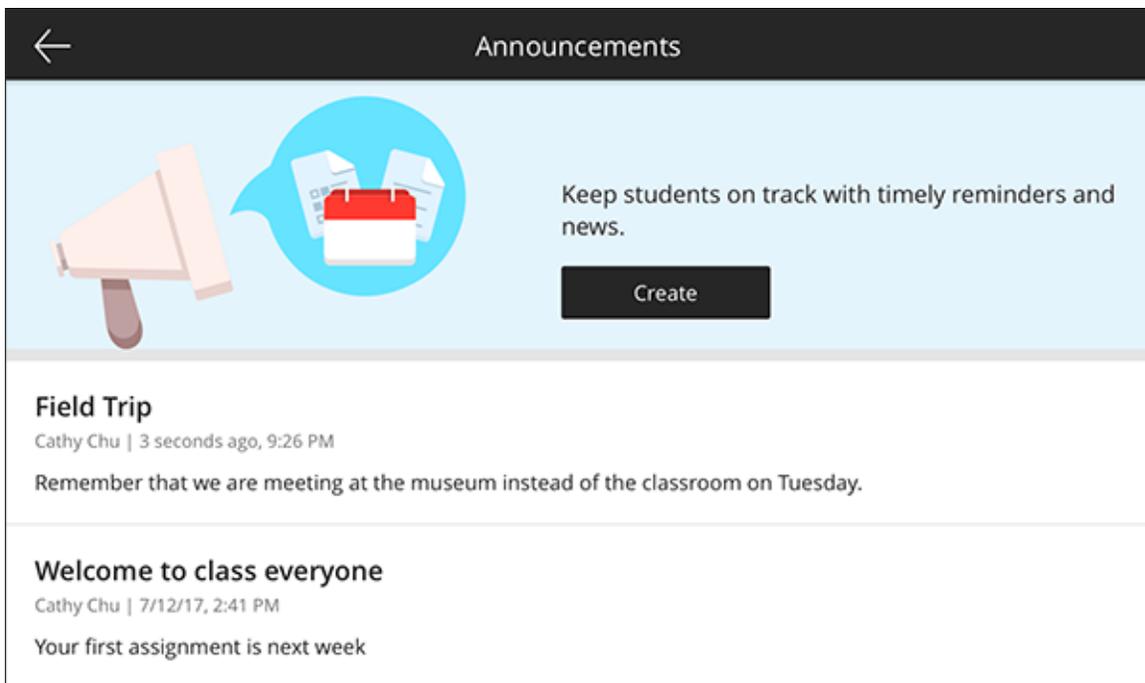
## ANNOUNCEMENTS IN BLACKBOARD INSTRUCTOR

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Create announcements to keep your students on track. You can view previously sent announcements including sender, date, and message.

In the Blackboard Instructor app, you create and view announcements within individual courses.

Students see announcements in the Activity Stream in their app. When students access Blackboard on a web browser, they see announcements you created within the app in their course and on the My WTClass tab.



## COURSE CONTENT IN BLACKBOARD INSTRUCTOR

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Within the app, you can view the folders, documents, assessments, and other items you added in the web browser view of the course. You can preview items in the app to be sure they appear as you intend on mobile devices, but you must create items in Blackboard Learn on a web browser.

Students can view all course content and are able to complete assessments in the *Blackboard app* for students.

Items indicate if they are hidden from students or not available to students. You can preview hidden or unavailable content in Blackboard Instructor, but students do not see this content in the student app.

### EXPORT FILES

When you open an attached file in the app, you can view it or print it. You can also tap Open With to export or email the file.

### COMPATIBLE FILE TYPES

When you add documents in the web browser view of a course, be sure the file types are supported by the mobile apps.

### DISCUSSIONS

Discussions are best accessed from the Course Overview page. When students tap a discussion link in Course Content, they are directed to a web view of the discussion outside of the app.

### COURSE MENU TOOL LINKS.

Some tools are not available natively in the app. When you tap a link to one of these tools, you are directed to a web view of the tool.

## COURSE LIST

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After you log in, you see all your current courses where you are enrolled as an instructor, Teaching-Graduate Assistant, or course builder. You can also see which of those courses are hidden from students.

Tap a course card to access a course.

### HIDE OR SHOW COURSES

You can clean up your view of the Current course list. For example, hide a course that you no longer need to access. A past course might continue to show because of the course's date settings.

1. Tap the card at the end of the course list that states the number of hidden courses.
2. Tap a course to hide or show.

The changes you make only apply to your view of the course list.

You can reverse the process at any time. To show a hidden course in the list again, tap the last card in the course list. Tap a gray hidden course card and Save.

**Note:** Community Groups are not supported at this time.

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## DISCUSSIONS

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Discussions look a bit different in the mobile app. Spend a few minutes getting familiar with the new look and you will feel right at home.

You can read course discussions, start threads, and reply to posts. Tap your own post to edit or delete.

Discussions are accessed from the Course Overview in the app. If you have a course menu link to the discussions tool in your Original View Course, it shows in Course Content in the app as well.

Compatible features. Features such as post first, rubrics, graded forums, and graded threads are compatible with the app.

Forums and threads. You can start new threads in the app. However, use the web browser view of your course to create forums.

Attachments. You cannot add discussion attachments from the app. Please access the web browser view of your course to add attachments. If you want a discussion attachment to be viewed in the app, add it with the Attach File function outside of the editor. Attachments that are added in-line with text are not linked in the mobile app at this time.

Some discussion features are not in the app, but are still available in the web view of WTClass (Blackboard Learn). For example, log in to WTClass on a web browser if you want to rate posts.

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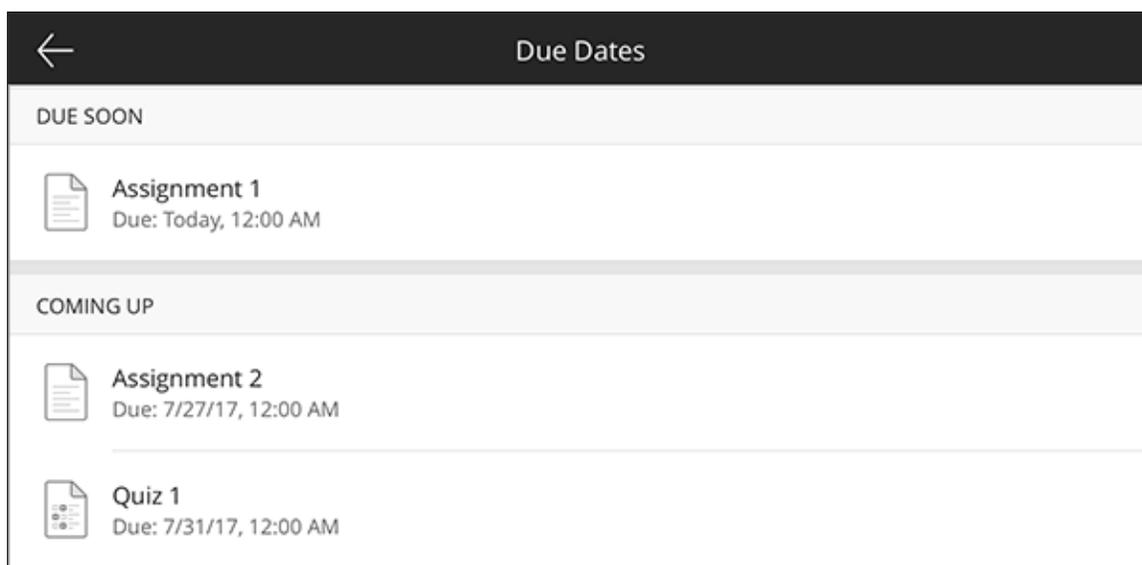
## DUE DATES

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See what is coming up for your students in an individual course. When you tap Dues Dates from the Course Overview, tests and assignments with due dates are listed. Students also have this view in their Blackboard app to keep them on track.

The list is divided into sections. Due Soon shows items due in the next two days. Coming Up shows items due in the next two weeks.

You can tap an item in the list for details and a preview.



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## TESTS AND ASSIGNMENTS

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Preview tests and assignments that you created in Blackboard Learn in the app. You can see what students experience when they complete a test or assignment in the student app. All of the assessment details are available to view, such as due dates, attempts, points possible, and instructions.

Tests and assignments indicate if they are hidden from students or not available to students. You can preview hidden or unavailable assessments in Blackboard Instructor, but students do not see this content in the student app.

Some test features are not available in the mobile app. We suggest that you preview a test in Blackboard Instructor before you recommend that students take it in the *Blackboard app* for students.

## ACCESSIBILITY

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Blackboard is committed to delivering products and services that are usable and accessible regardless of age, ability, or situation.

The Blackboard Instructor app is natively designed, so it works with the accessibility features built into iOS and Android devices. These features help make mobile content available for people with physical, visual, or hearing impairments.

### IOS ACCESSIBILITY FEATURES

**VoiceOver.** A screen reader that allows users to navigate their phone with gestures and touch the screen to hear what they are clicking on.

**Zoom.** A magnifying tool used to enlarge any item on the screen from 100–1,500 percent.

**Color filters.** Display accommodations that allow the fine-tuning of colors, hues, and tints to support vision impairments and color blindness.

**Switch Control.** A navigation tool that enables actions through Bluetooth switch hardware for users with physical disabilities and limited motor skills.

**AssistiveTouch.** An on-screen menu for navigation and functionality rather than more complex actions such as pushing the Home button or tapping two places on the screen simultaneously.

### ANDROID ACCESSIBILITY FEATURES

**TalkBack.** A screen reader that uses both touch and spoken feedback to help with navigation, alerts, and notifications.

**Visual settings.** This group of settings allows for adjustments to be made to display and font sizes, colors and contrast, and magnification.

**Switch Access.** A switch used to control actions in place of using the touch screen. Switch Access uses external switch devices, keyboards, and alternative buttons built into the device.