

BLACKBOARD 9.1

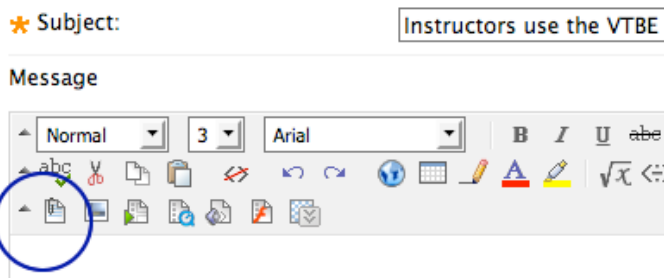
University of Richmond

USING THE VTBE IN DISCUSSION BOARDS, BLOGS, WIKIS AND JOURNALS

The VTBE, or **V**isual **T**ext **B**ox **E**ditor, is a WYSIWYG (**W**hat **Y**ou **S**ee **I**s **W**hat **Y**ou **G**et) editor now used in Blackboard 9.1 in Discussion Boards, Blogs, Wikis and Journals. There are some important workarounds you'll need to be aware of if you or your students will be attaching files to Discussion Board, Blog or Journal postings. This applies to all browsers and operating systems.

DISCUSSION BOARDS

1. Message



Instructors: If you'll be attaching files to threads, you'll need to use the VTBE. If you use Content Attachments (below the message box), your students will receive an error. (This is a known Blackboard issue, which will be resolved in a future version.) **Students** must attach files using Content Attachments. You won't be able to view files they attach using the VTBE, so you'll have to inform them to use Content Attachments area.

Students use Content Attachments in Discussion Boards and Blogs.

2. Attachments

Attach File

Browse My Computer

Browse Course

BLOGS AND JOURNALS

In a Blog, **instructors** can attach content either via the VTBE or Content Attachments. In the Journal, instructors don't have the option to use Content Attachments, but can use the VTBE to attach files that students can open. **Students** must use Content Attachments; if they use the VTBE in either the Blog or the Journal, the instructor will get a 404 NOT FOUND error.

WIKIS

No file attachment issues exist with Wikis. Instructors and students use the VTBE to attach files, and users of each role can open and download the attachments of all others.

ENABLING THE VTBE

The VTBE is enabled by default. If you don't see it when you post to a discussion board, blog, etc., follow these steps to enable it. From your My Blackboard page, click **Tools > Personal Information > Set Visual Text Box Editor Options** and verify the VTBE is enabled.