

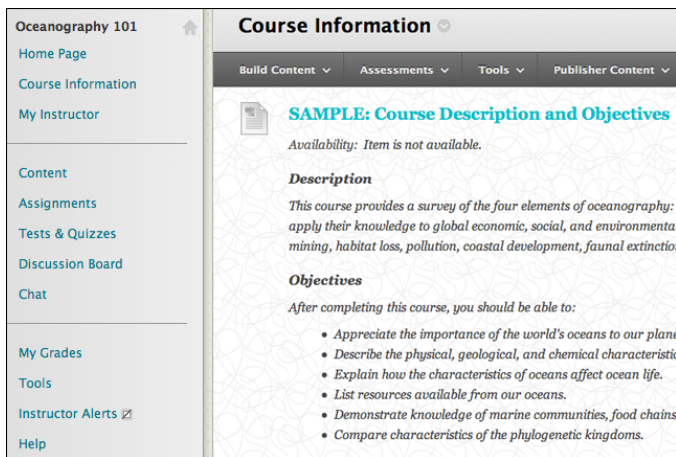
Course Structure: Traditional

The traditional course structure organizes the online environment by content type or function. For example, there are course areas for assignments, tests, and your content.

Communication tools such as the **Discussion Board** are available on the course menu for easy access.

The **Home Page** is the course entry point, providing access to important information each time your students log in.

What does the course menu look like?



Using your course menu

The following table describes the content areas and course tools included in the Traditional course structure.

Content Type	Description
Home Page	The customizable Home Page module page provides students with a single place to go for an overview of current course information such as Announcements, My Calendar, To Do, What's New, and My Tasks .
Course Information	In the Course Information content area, provide materials that students can access throughout the semester. Include a syllabus or other basics, such as grading policies, textbook information, and important dates. If chat sessions are mandatory, be sure to list dates so students can adjust their schedules.
My Instructor	Create profiles for yourself, other instructors, teaching assistants, and guest lecturers participating in your course in My Instructor . Include contact information such as email addresses, phone numbers, office hours, and location.
Content	Content is your central instructor-designed course area. To provide your students with an easy-to-navigate and familiar environment, you can create folders for each chapter or topic. Include similar content, such as readings, instructions, and assignments.

Content Type	Description
Assignments	Store assignments in a single content area for students to access and submit. To provide students with feedback before assigning final grades, you can allow more than one attempt on an individual assignment. To help students locate current content easily, use folders or make individual assignments unavailable after their due dates have passed.
Tests & Quizzes	In the Tests & Quizzes content area, you can provide students with one place to access all the tests and quizzes for the semester. Consider offering students an initial ungraded quiz so they can become familiar with the interface. To help students locate current content easily, use folders or make individual tests and quizzes unavailable after their due dates have passed.
Discussion Board	You can create discussion forums for formal assignments, such as posing weekly questions related to course topics, and for informal interactions, where students ask and respond to each other's questions.
Chat	Use the live, text-based Chat area for additional class meetings, real-time interaction in asynchronous courses, virtual office hours, or student project planning time.
My Grades	Students can see the status of gradable items such as assignments, tests, and discussion posts on their My Grades pages.
Tools	Give students access to all available course tools on a single page. Add commonly used course tools to the course menu for easy access.
Instructor Alerts	Visible only to instructors, the Alerts and Needs Attention modules notify you of student progress.
Help	Blackboard Help contains searchable how-to information. Students in need of additional assistance should contact the institution's computing help desk.

Customize the course structure by renaming, removing, hiding, or adding content areas and links to tools.