

What is a wiki?

A wiki is a collaboratively constructed web site. Wikis consist of “pages” that can include images, video, attached files, and links to other web sites. Pages can also contain links to other pages in the wiki. Most wikis maintain a history showing how the wiki was changed and who changed it. The best known example of a wiki is Wikipedia, a collaboratively authored, online encyclopedia.

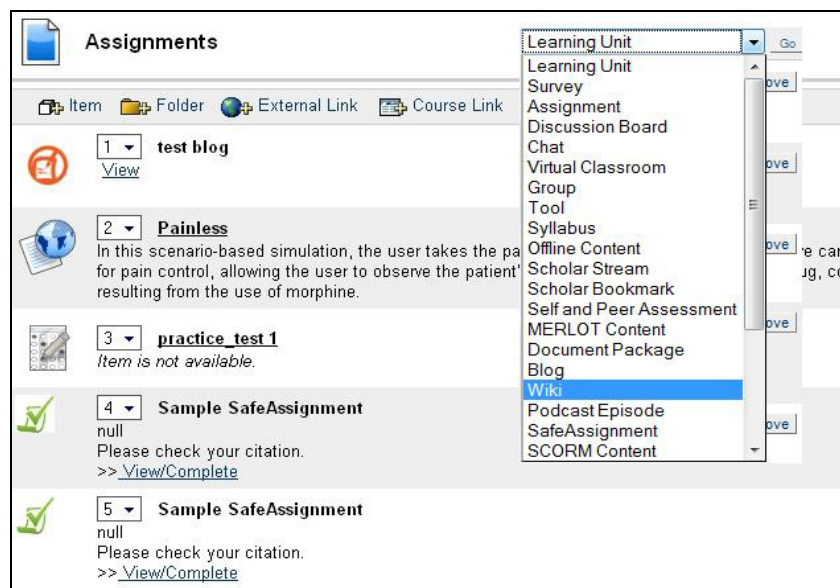
How can wikis be used in an educational setting?

Wikis are good tools for group projects, collaborative writing, collaborative problem solving, and creating shared course resources such as glossaries or annotated bibliographies.

How do I create a content area wiki?

You can add a wiki to any course or organization **Content Area**, such as **Assignments** or **Course Documents**. These wikis can be configured in different ways for different learning activities. To create a content area wiki:

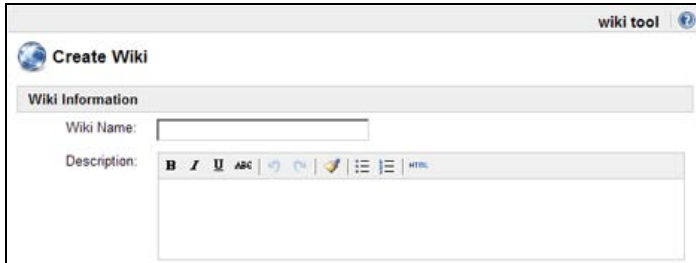
1. Access the **Control Panel** and select the **Content Area** in which you wish to create the wiki.
Note: You might consider creating a new content area (e.g., a content area called Wikis or Projects) to which to add the wikis. Instructions can be found in our *Customizing the Navigation Menu* document.
2. Select **Wiki** from the drop down menu in the right corner of the action bar and click the **Go** button to create and configure the wiki.



3. You will see the **Create Wiki** window, which has four sections:

1) **Wiki Information**

Enter a name for the wiki and briefly describe the purpose of the wiki. If you are creating a group wiki, you might want to include a list of group members in the wiki description.



Make the content available By default, this option is **Yes** to make the wiki available for students. You can change this option if you want to hide the wiki from student then select **No**. You can set a date and time restriction for students on viewing the wiki by modifying the wiki through the **Control Panel**.

- **Select the value to reference users in the wiki** Leave this option set to the default (**Person Name**).
- **Text direction for wiki content** Leave this option set to that read left to right.

Note: You can create an unlimited number of wikis, each with different members.

2) **Member Settings**

Select which class participants will be able to create, edit, and delete content within the wiki. The wiki is preset to include **All course members**, but you can elect to give only **Specific groups and course members** authoring rights to the wiki. If you have already set up **Groups** within Blackboard, you can also select wiki members by group.

- **Allow student to permanently delete wiki page.** Leave this option unchecked. In most cases, students should not be able to *permanently delete* wiki pages, which may also contain contributions from other students. Wiki members can *edit* wiki pages. Instructors can delete wiki pages, if necessary.
- **Allow members to export the wiki.** This option allows members of the wiki to download and store the wiki content on their local computer.

- **Allow members of the wiki to:**
 - View comments** If you select the **View comments** option, the comments will appear at the bottom of wiki pages and the wiki members will be able to see your comments on the wiki page.
 - Write comments** If you select the **Write comments** option, you will also allow the wiki members to write comments.
 - Set date and time restrictions for editing the wiki.** Use this option to control when wiki members are able to edit wiki pages. For example, if you are using the wiki as an assignment, you may want to disallow editing after

the due date. The wiki will still be visible to wiki members, unless you make it invisible. By default, there is no restriction on when wiki members can edit the wiki.

Note: The instructor always has view, edit, and commenting privileges to all wiki pages.

3) Non-Member Settings

Non-Member Settings

Allow non-members to view the wiki

If yes, set date and time restrictions for viewing the wiki

Display After

Jan 5 2009 5:45 PM

Display Until

Jan 5 2009 5:45 PM

Allow non-members of the wiki to:

View Comments

Write Comments

Delete Comments

- **Allow non-members to view the wiki.**

This option is unchecked by default. In some cases, you can make the wiki private just for the entire class by not checking on the box for **Allow non-members to view the wiki**. You can also allow viewing but control when non-members can view the wiki by setting the display date range.

- **Allow non-members to:**

View Comments. Select this option to allow non-members to view all comments.

Write Comments. Select this option to allow non-members to comment on the wiki page. Non-members can never edit the wiki (except to leave comments and delete comments, if this option is allowed).

Delete Comments. Select this option to allow non-members to delete comment(s) from wiki.

4) Create a Gradebook Entry

If you check this option, Blackboard will automatically create a new column for the wiki in the **Grade Center**. You can select a name and category for the **Gradebook** entry, enter the number of points the assignment is worth, and choose whether or not to make the **Gradebook** entry visible to students.

4. Click the **OK** button.

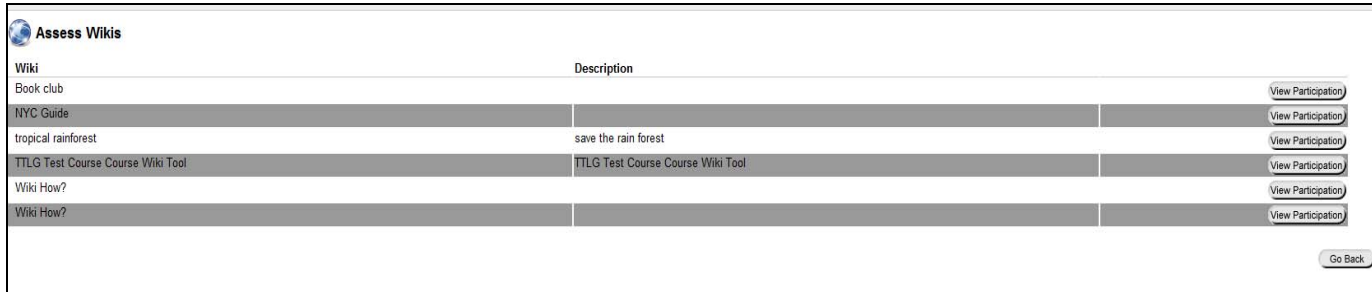
How do I assess student contributions to wikis?

The **Assess Wikis** tool allows you to easily see all wiki contributions from a particular student. To use the **Assess Wikis** tool, follow these directions:

1. Go to the **Control Panel** and select **Assess Wikis**.



2. You will see a list of all your **Content Area** wikis. Select the wiki you wish to assess by clicking the **View Participation** button.

A screenshot of the "Assess Wikis" interface. It features a table with two columns: "Wiki" and "Description". Each row in the table has a "View Participation" button on the right side. At the bottom right of the interface is a "Go Back" button.

Wiki	Description	
Book club		View Participation
NYC Guide		View Participation
tropical rainforest	save the rain forest	View Participation
TTLG Test Course Course Wiki Tool	TTLG Test Course Course Wiki Tool	View Participation
Wiki How?		View Participation
Wiki How?		View Participation

3. You will now see a list of all the members of the wiki and a summary of their contributions to the wiki. To see additional details about an individual's contributions, click the **View Detail** button.