Creating a Wiki for Students

**Creating a New Wiki**

1. Navigate to [https://blackboard.towson.edu](https://blackboard.towson.edu)
2. Log in with your TU NetID and Password
3. Enter the course you would like to create a wiki in
4. Enter the Content Area you would like the wiki to appear in
5. On the menu at the top, select Tools, then Wiki
6. Select Create New Wiki
7. Give the wiki a Name
8. Enter Instructions for the wiki if desired
9. Set up the Wiki using the options below
10. Click Submit when finished

**Wiki Date and Time Restrictions**

*Wiki Availability:* Set the availability of the wiki for the students

*Please Note:* If you are using date restrictions, you must set the Availability to Yes, otherwise the Wiki will not be made available after the “display after” time has passed.

*Limit Availability:* Allows you to set date and time restrictions of when the wiki will be available to students.

**Wiki Participation**

*Student Access:* This setting controls the student’s ability to edit the wiki. If you would like them to edit the wiki, select Open to Editing. If the students should be able to view the wiki, but not edit, select Closed to Editing.

*Student Comment Access:* This controls the student’s ability to comment on the wiki. If you would like them to be able to comment, select Open to Commenting. If the students should not be able to comment on the wiki, select Closed to Commenting.

**Grade Settings**

*No Grading:* This wiki will not be graded and a column in the Grade Center will not be created. This is the default grading setting.

*Grade: Points Possible:* Allows you to grade the wiki. A column in the Grade Center will automatically be created. You will also be given the option to set the number of page saves per student before the “Needs Grading” icon appears and set a due date if desired.
Linking to the Wikis Page vs Linking to a Specific Wiki

Once you’ve finished creating the Wiki, you’ll be taken back to the page that asks you to choose between linking to the Wikis page or to a specific Wiki. Linking to the Wikis page creates a link to the “Wiki” tool inside your content area. This allows the students to see the whole list of Wikis available to them. Linking to a Wiki allows you to choose a specific Wiki to link to, instead of showing the students the whole list of Wikis.

1. Select Link to the Wikis Page or Link to a Wiki
2. If you select Link to a Wiki, choose the Wiki from the list
3. Click Next
4. You can change the Link Name if desired
5. In the text box, you can provide information to your students
6. Choose the Availability of the link and enter Date Restrictions if desired
7. Track Number of Views will show you the number of times all users in your course have clicked on the link. You will receive one overall number, not individual numbers for specific users.
8. Once finished, click Submit