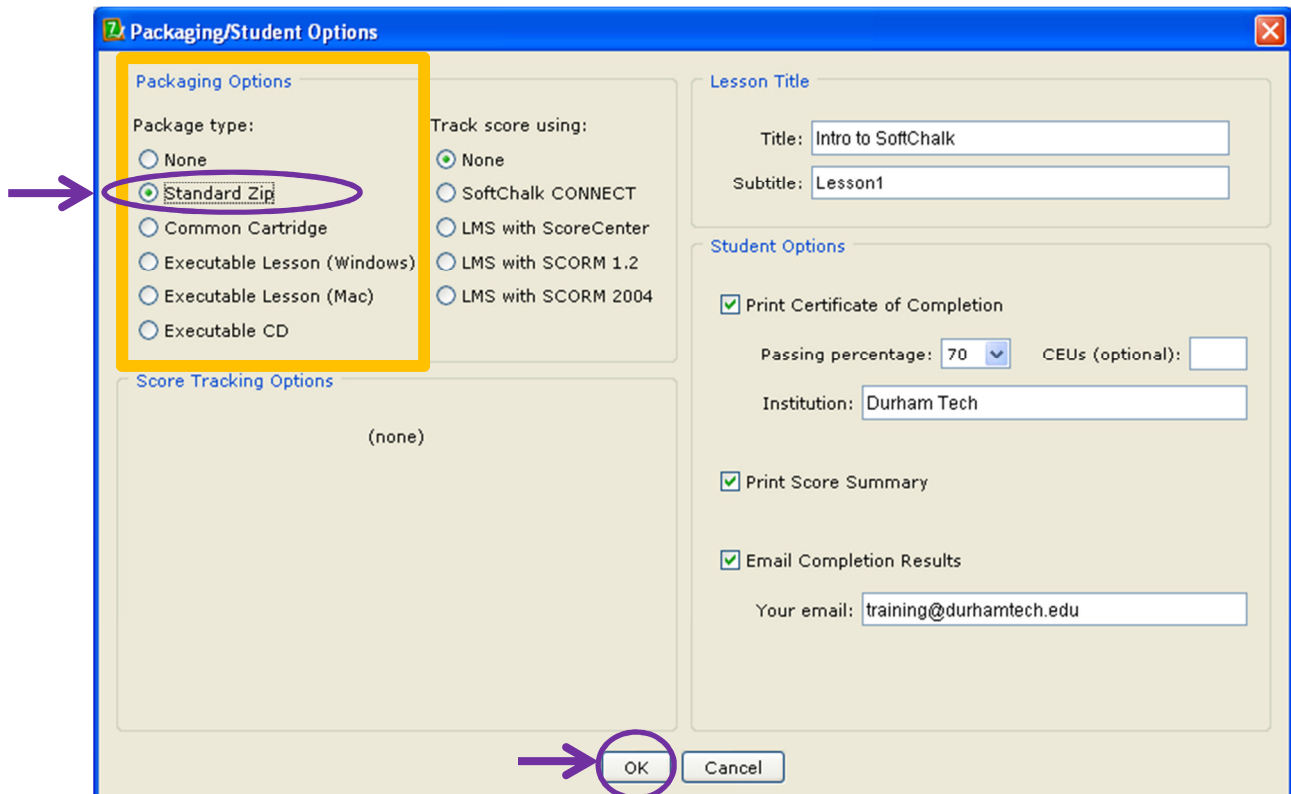


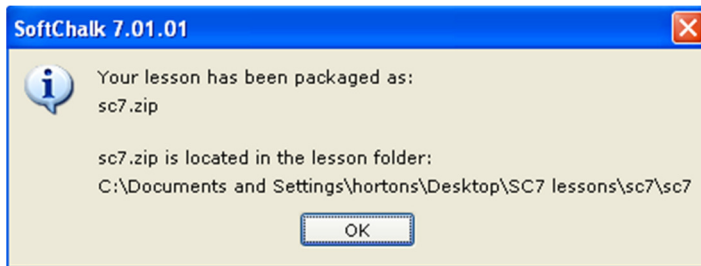
Publishing a SoftChalk Lesson in Blackboard

Step 1: Package the Lesson

1. Open SoftChalk. After creating a new SoftChalk lesson or editing an existing SoftChalk lesson, save the file.
2. Go to the File menu and choose Package Lesson.
3. Go to Packaging Options > Package type: and choose Standard Zip. Click OK.



4. You will receive confirmation of your file name and where the file is located. Notice that your file is packaged with your Lesson and the file has a .zip extension. ***This zip file is located inside your Lesson folder.***
Note: If your file extensions are not showing, you will not see the .zip at the end of the filename. Look for a folder with a zipper icon with your lesson name.



Step 2: Uploading the zip file to Blackboard

1. Login to Blackboard. Go to any Blackboard course that you are teaching as an instructor.
2. Go to the folder where you would like to put the SoftChalk Lesson.
3. Create a new Item.

Content Information

Step 1: Name your item and provide instructions or a description.

Step 2: Content

2 Content

Files can be attached to the above information. Click **Browse** to select the

Attach local file	C:\Documents and Settings\horton	<input type="button" value="Browse..."/>
Name of Link to File	SoftChalk Lesson	
Special Action	Unpackage this file	

Attach local file: Click Browse to find the packaged zip file that you created in Step 1.

Name of Link to File: Name your file.

Special Action: Choose Unpackage this file.

Steps 3 & 4: Choose your other item options. Click Submit. The next screen is Content Actions.

Content Actions

1 Embedded Media Information

Select options for embedded content.

If the filenames listed are not readable, the unpackage operation can be re-run [here](#)

Entry Point

ada-media.gif
align1.xml
get_flash_player.gif
index.html
lb_buttonimage.txt

Launch in new window Yes No

2 Submit

Click **Submit** to finish. Click **Cancel** to quit.

Entry Point: Scroll through the long list of files to find **index.html** file.

Tip: Type the letter "i" (for index) to find the file faster.

Launch in a new window: Select Yes.

Click Submit.

The SoftChalk Lesson is now in Blackboard and will look like this:



SoftChalk Lesson
[sc7.zip](#) (Package File)