Bb Annotate

Blackboard has created their own new inline grading tool called Bb Annotate. Bb Annotate offers a more robust feature set to provide customizable feedback to learners, which includes a sidebar summary view, freehand drawing tools, various color selections, and much more. To get started, please watch this video created by Blackboard to preview Bb Annotate.

Supported File Types:

Student submissions to assignments are viewed through the Grade Center. If a student submits an assignment that is not in one of these supported file types, you will be prompted to download the document.

- Microsoft® Word (DOC, DOCX)
- Microsoft® PowerPoint® (PPT, PPTX)
- Microsoft® Excel® (XLS, XLSM, XLSX)
- OpenOffice® Documents (ODS, ODT, ODP)
- Digital Images (JPEG, JPG, PNG, TIF, TIFF, TGA, BMP)
- Medical Images (DICOM, DICM, DCM)

- PDF
- PSD
- RTF
- TXT
- WPD

Bb Annotate Features:

A. **Sidebar:** View Thumbnail, Outline, Annotation, or Bookmark views of the submission.
B. **Pages:** Use the arrows to jump to different pages in the submission.
C. **Pan:** Move the submission on the page.
D. **Zoom and Fit:** Zoom in and out of the submission or adjust the view to fit the page, fit the width, or select the best fit.
E. **Annotation tools:** Select each tool to view the tool properties.
   - **Drawing, Brush, and Eraser:** Draw freehand on the submission with various colors, thickness, and opacity. Select the eraser to remove annotations. You can erase parts of a freehand drawing with the eraser or select the Delete icon to delete the whole drawing.
   - **Image or Stamp:** Choose a preloaded stamp or create your own customized stamp or image to add to the submission.
   - **Text:** Add text directly on the submission. You can move, edit, and change the text and select the font, size, alignment, and color of the text.
   - **Shapes:** Choose Line, Arrow, Rectangle, Ellipse, Polygon, and Polyline. Each shape has its own settings to change the color, width, opacity, and more.
F. **Comment:** Provide feedback in comments. Your comments appear in a panel next to the submission.
G. **Print or Download:** Print or download the submission with the annotations.
H. **Search:** Search the submission for specific text.

I. **Content Library:** Create a bank of reusable comments. You can add, edit, delete, and search comments in the library. You can also add a comment directly to the submission page from the menu.

J. **Highlighter:** *(Not a tool on the tool bar)* Select specific portions of the submission to highlight. As you highlight text on the submission, an additional menu opens. You can highlight, strikethrough, underline, squiggle, or comment on the highlighted section.

Sample Marked Up Document:

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Grade Assignment Submission in a Blackboard Course Shell:

- Enter the **Full Grade Center**.
- **Select** a submission to be graded using the yellow exclamation point (Figure 1).
- Click on the **Action Menu** (down arrow key) next to the submission.
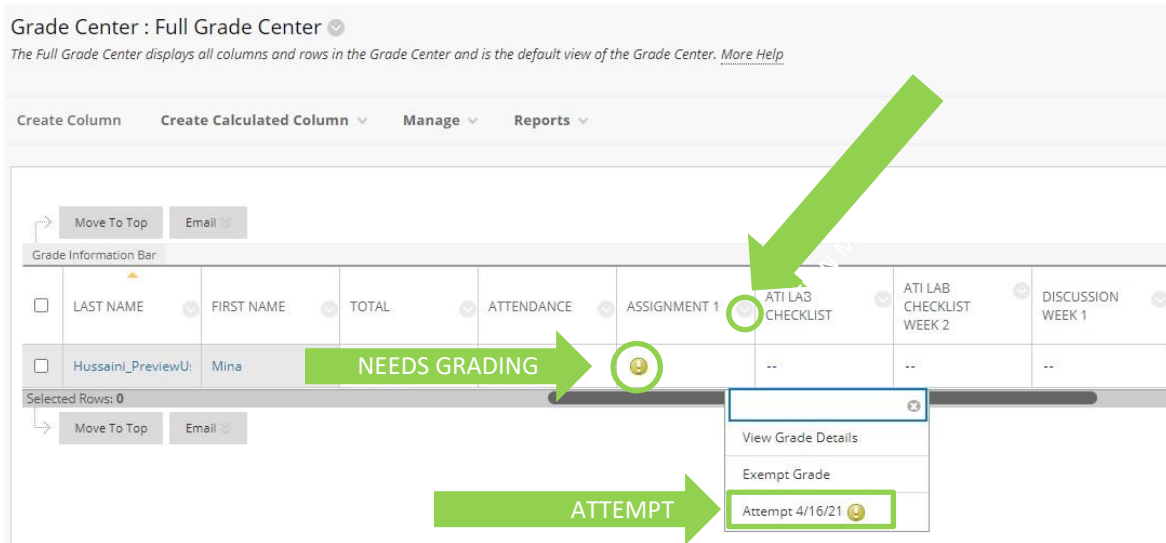- Click on **Attempt**.

FIGURE 1

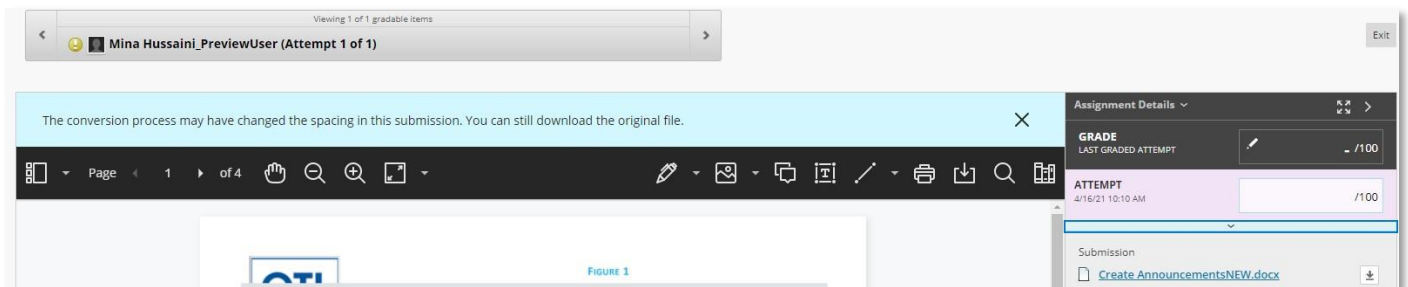The attempt will open **Bb Annotate** (Figure 2).

FIGURE 2

Use the guide from above to make your comments and annotations.

Adapted from blackboard.com