Using Research Guides in Blackboard

The Research Guides feature in Blackboard allows you to embed content from the George Brown College Library’s Research Guides (researchguides.georgebrown.ca) into your Blackboard course. Students can then easily access this content from within their course on Blackboard.

Research guides contain subject- and program-specific content such as links to specialized databases and journals. The guides are created by librarians in order to assist students and faculty in their resource selection. If you have questions or concerns about the content of a guide, please contact your liaison librarian.

Creating a research guide link in Blackboard

1. Open a content area from your course menu.
2. Click Build Content from the content area menu.
3. Click Research Guides.
4. Type a name for your guide (e.g. “Course Research Guide” or “Early Childhood Education Research Guide”). You can also enter a description in the text box below.
5. Scroll down to Options, and ensure that Permit Users to View this Content is set to Yes.
6. Click Submit. The link will appear in your content area. You can now connect a research guide, or a portion of a research guide, to this link.

Note: To edit the name or description of the guide, click on the drop-down arrow beside the guide link in Blackboard and choose Edit.

Adding a full research guide to your Blackboard course

1. Click on the research guide link you just created (e.g. “Early Childhood Education Research Guide”)
2. Open the LibGuides Site drop-down menu and select Research Guides – researchguides.georgebrown.ca.
3. Open the Content Type drop-down menu and select Full LibGuide.
4. Open the Guide drop-down menu and select the guide you wish to link to your Blackboard course. Guides are listed in alphabetical order; you may need to scroll down on the menu to find your guide.
5. Open the Guide Page drop-down menu and select the page that you would like to have displayed when students click on your guide. We recommend selecting Home, as this will link to the main page of the guide.
6. Click Embed Content.
Adding a portion of a research guide to your Blackboard course

In addition to linking to a full research guide, you can use the Research Guides feature to link to individual pages of a guide, or to content items (boxes) within a page. This allows you to embed more specific pieces of information into a section of your blackboard course.

Adding a page from a research guide
1. Open the relevant content area in Blackboard and click on your research guide link.
2. Open the LibGuides Site drop-down menu and select Research Guides – researchguides.georgebrown.ca.
3. Open the Content Type drop-down menu and select Single Page.
4. Open the Guide drop-down menu and select the guide you wish to link to your Blackboard course. Guides are listed in alphabetical order; you may need to scroll down on the menu to find your guide.
5. Open the Guide Page drop-down menu and select the page to which you would like to link (e.g. “Magazines and Journals”).
6. Click Embed Content.
7. To view or modify your guide, see page [n] of this handout.

Adding a content box from a research guide
1. Open the relevant content area in Blackboard and click on your research guide link.
2. Open the LibGuides Site drop-down menu and select Research Guides – researchguides.georgebrown.ca.
3. Open the Content Type drop-down menu and select Content Box.
4. Open the Guide drop-down menu and select the guide you wish to link to your Blackboard course. Guides are listed in alphabetical order; you may need to scroll down on the menu to find your guide.
5. Open the Guide Page drop-down menu and select the page where the content box you intend to link is located (e.g. “Magazines and Journals”).
6. Open the Box drop-down menu and select the box that you would like to embed (e.g. “Academic Journals”).
7. Click Embed Content.
8. To view or modify your guide, see page [n] of this handout.

Adding a database to your Blackboard course

The Research Guides tool allows you to link library databases, or lists of databases, to your course on Blackboard.
1. Click on your research guide link (e.g. “Early Childhood Education Research Guide”).
2. Open the LibGuides Site drop-down menu and select Research Guides – researchguides.georgebrown.ca.
3. Open the Content Type drop-down menu and select Specific A-Z Database.
4. Open the Database drop-down menu and select the database you wish to link to your Blackboard course. Databases are listed in alphabetical order; you may need to scroll down on the menu to find your guide.
5. Click Embed Content.

Adding a list of databases to your Blackboard course

Adding a list of subject-specific databases, with librarian information

This feature allows you to add a list of databases relevant to a specific program or field of study to your Blackboard course. This list will also include profile information for the liaison librarian responsible for this subject area, and a list of relevant research guides.

1. Open the relevant content area in Blackboard and click on your research guide link.
2. Open the LibGuides Site drop-down menu and select Research Guides – researchguides.georgebrown.ca.
3. Open the Content Type drop-down menu, scroll down, and select Databases for Specific Subject + Subject Specialist.
4. Open the Subject drop-down menu and select the database list you wish to link to your Blackboard course. Subjects are listed in alphabetical order; you may need to scroll down on the menu to find your guide.
5. Click Embed Content.

Adding a list of subject-specific databases, without librarian information

1. Open the relevant content area in Blackboard and click on your research guide link.
2. Open the LibGuides Site drop-down menu and select Research Guides – researchguides.georgebrown.ca.
3. Open the Content Type drop-down menu and select Databases for Specific Subject (list only).
4. Open the Subject drop-down menu and select the database list you wish to link to your Blackboard course. Subjects are listed in alphabetical order; you may need to scroll down on the menu to find your guide.
5. Click Embed Content.

Adding a list of all library databases

1. Open the relevant content area in Blackboard and click on your research guide link.
2. Open the LibGuides Site drop-down menu and select Research Guides – researchguides.georgebrown.ca.
3. Open the Content Type drop-down menu and select All A-Z Databases.
6. Click Embed Content.

Modifying your research guide selection

1. Open the relevant content area in Blackboard and click on your research guide link.
2. Click Edit Selection. This will remove the content attached to your research guide link.
3. Return to your Blackboard course by clicking the Back button or the breadcrumb trail at the top left corner of the page.
4. To add new content, click on your research guide and follow the steps described in the Adding a full research guide to your Blackboard course or Adding a portion of a research guide to your Blackboard course sections above.

Viewing your guide

Viewing your research guide

1. Beginning on your Blackboard course page, open the content area in which your guide is embedded.
2. Click on the title of your guide.
3. Click View Content.
4. To return to Blackboard, click the Back button on your browser, or click the breadcrumb link at the top left corner of the page.

Previewing your guide as it will appear to students

1. Beginning on your Blackboard course page, open the content area or folder in which your list is located.
2. Click the Student Preview icon (alt-text: Enter Student Preview). An orange bar will appear at the top of the page, indicating that you have entered the student preview.
3. Click on the title of your guide.
4. To exit the student preview, return to Blackboard. Click Exit Preview on the top right of the page, then click Continue.