Using Blackboard with Impact

Quick Start Guide

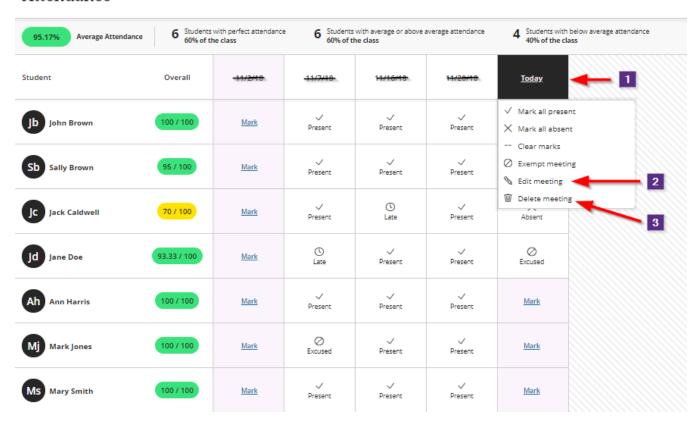
Modifying an Attendance Column

Attendance

Modifying an Attendance Column

The following steps will describe how to edit an attendance session:

Attendance



- 1. Click on the column header to open the options menu.
- 2. Click on Edit Meeting to change the associated date for the meetings.
- 3. Click Delete Meeting to remove a meeting. A dialog box will pop up asking you to confirm your choice.
- *Note: Deleting a meeting will delete all attendance records entered for that meeting, as well as any associated grades.

Find additional information about the Blackboard Attendance feature here



Pitfall Warning:

<u>DO NOT copy attendance content</u> into an existing course if an attendance column appears in the existing course you will add another attendance column to the course's Grade Center.

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