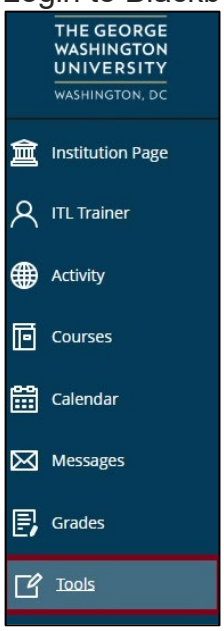
Preparing Blackboard Files to be Used with Hypothesis

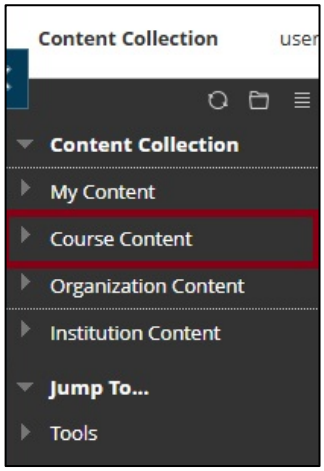
Instructors can add files to Blackboard and then link them to Hypothesis assignments. Before linking files to Hypothesis, instructors must apply the necessary file permissions in Blackboard. Instructors need to complete this process once for each course.

1. Login to Blackboard at blackboard.gwu.edu and click on the **Tools** tab.

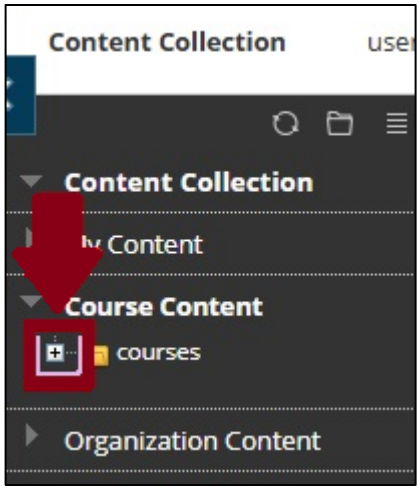


2. Click on **Content Collection.**

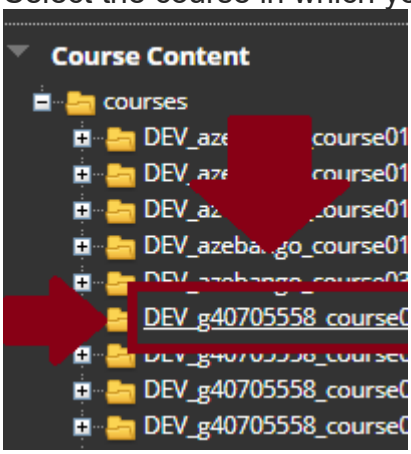
3. Click on the **Course Content** tab on the left side menu.



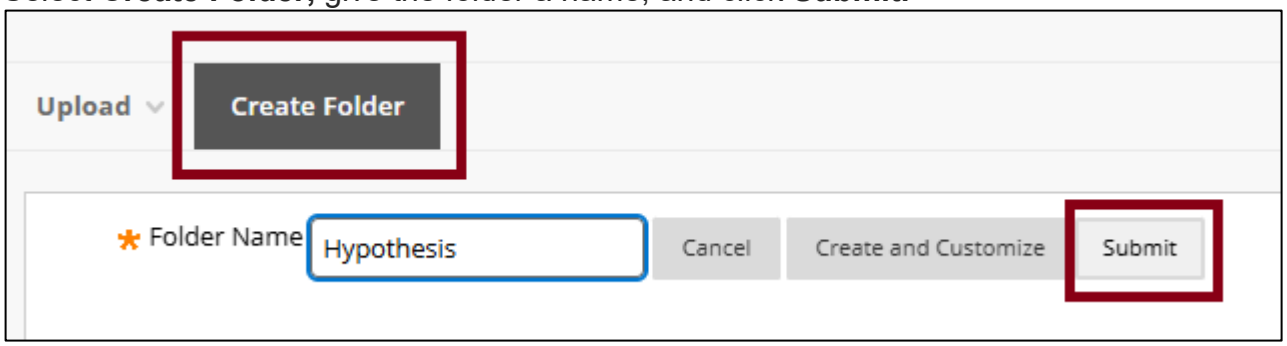
4. Click on the plus sign next to **courses** to expand the menu to show all of your courses. *Note: Each course will be listed by its course ID followed by the year.*



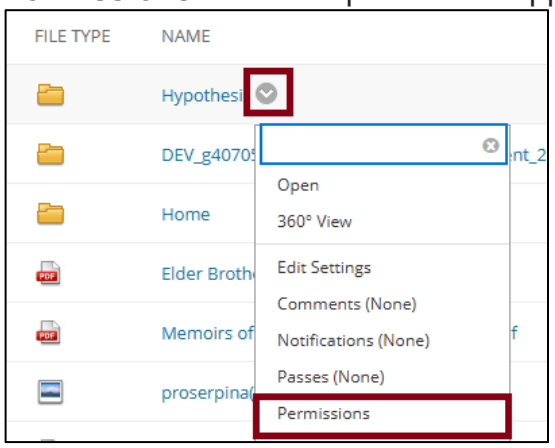
5. Select the course in which you would like to add files by clicking directly on the course ID.



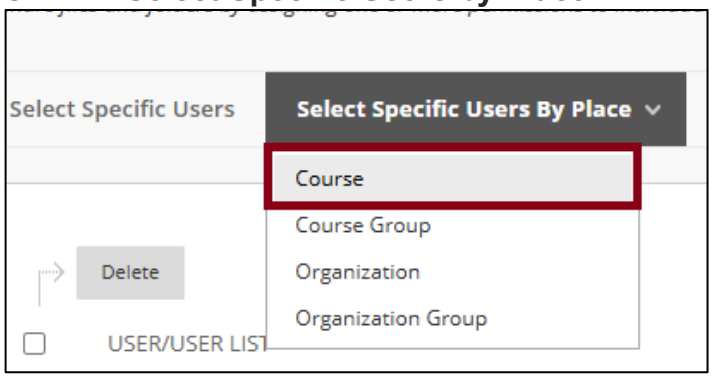
6. Select **Create Folder,** give the folder a name, and click **Submit.**



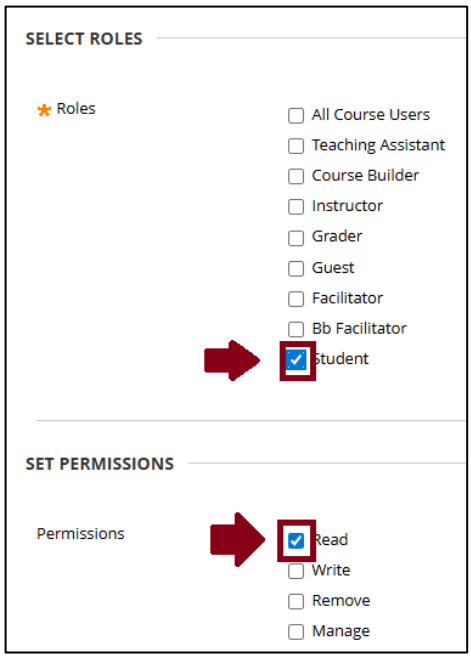
7. Click on the gray dropdown next to the name of the folder in your content collection and select **Permissions** on the dropdown that appears.



8. Click on **Select Specific Users by Place** and select **Course** on the dropdown that appears.

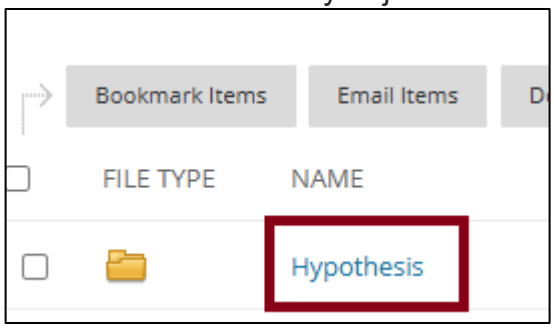


9. On the following page, check the box next to the name of your course and then under **Select Roles** check the box next to **Student** and under **Set Permissions** check the box next to **Read.**

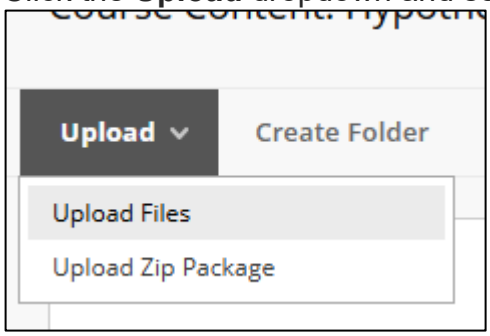


10. Click **Submit** when finished.

11. Click **OK** to exit from the **Permissions** page and navigate back to your list of content. Then, click on the name of the folder you just edited.



12. Click the **Upload** dropdown and select **Upload Files** to attach files to the folder.



All files added to the folder will have the appropriate permissions to be used for Hypothesis assignments. To learn how us Blackboard files with Hypothesis, refer to the following weblink: Using Hypothesis with Blackboard Course Files.