

JOURNALS/BLOGS IN BRIGHTSPACE

Use Brightspace's Groups and Discussions tools to create journals/blogs. Journals and blogs are a great way for instructors to communicate one on one with learners in Brightspace courses. To set up journals/blogs using Brightspace Groups and Discussions use the following instructions.

Step 1 - Create Single User Group

1. In the Navbar click the Assessments tab then select "Groups".
2. Click "New Category" to create a new group.
3. Provide a unique category name and add a description (optional).
4. For **Enrollment Type**, select "Single user, member specific groups" from the drop down menu and **Restrict Enrollments** to select "No restrictions". *If you only want to journal with select learners, you would restrict to those individuals.
5. Click "Save".

Step 2 - Create Discussion and Link to Single User Group

1. In the Navbar click the Assessments tab then select "Discussions".
2. Click "New" then select "New Forum".
3. Provide a name for the forum.
4. Check the box for "Create a new topic in this forum with the same title".
5. Click "Save and Close".
6. Navigate to the new forum and click the drop down next to the new topic (blue text). Select "Edit Topic".
7. Change the Topic Type to "Group or section topic, everyone can access this topic but students only see threads from their own group or section".

8. A drop down menu will open entitled Group or Section Category.
Choose the single user group created in Step 1.
9. Add a description or question. This is a good place to explain the expectations of the journals.
10. Click "Save and Close".

Download and View Instructions

- [Create Journals/Private Discussions](#) - view and download instructions with screenshots.