

Archiving Blackboard Courses

Greetings All,

You may or may not have noticed a lag in Blackboard over the last few months. A large part of this reason is the size of the Blackboard footprint on our servers. The larger the content becomes the more issues we will have on the performance of Blackboard. ITAS will be archiving and deleting courses according to the information below. **Please be aware of the date July 1, 2019.** This is the date the plan goes into effect.

Please make sure you have everything you need in your current course. Any old content will be archived and deleted. When In doubt contact ITAS for clarification.

We recommend everyone learn how to use Institutional Content.

Closed Courses Inventory

■ On July 1 2019 all courses in Bb that were taught prior to July 1, 2018 will be archived. From that point forward faculty will have immediate access to only one year of course work. ITAS will maintain this inventory level by completing an archive process at the end of every semester.

Masters and Templates

■ Any Master and Template courses no longer needed will be identified and archived. If you have a template course you no longer use please contact ITAS to have the course archived.

Duplicated Content Areas

■ ITAS will be looking at courses that have duplicate content areas each quarter. This means the course you teach will be flagged if you have duplicate items in the course content area.

Sandboxes

■ Sandboxes at 500MG or above must be cleaned up by July 1,2019. Any sandbox at 500MG or larger will be archived on 7/1/2019.

■ If you have multiple Sandbox courses you need to justify the reason for the additional sandbox or the course will be deleted. If you are doing work in a course ITAS can create a template for you to work in.

■ Faculty are provided sandbox courses to try out and develop new instructional content. The reality is the sandboxes often become “ the place where instructional content goes to die” In fact, most of the largest sandbox courses actually have templates and/or masters which means the ‘good” content is duplicated in multiple places in Bb.

Please contact ITAS with any questions on this process.