

Transferring HTML Code to Blackboard

Although Blackboard's text formatting box and toolbar have become equal (or nearly so) to a word processor's, the table function is not always cooperative. The work-around is to copy HTML code in an editor (such as Dreamweaver) and paste the code into Bb's HTML dialog box.

The copy/paste method sometimes produces unexpected result. Re-open the HTML dialog box and see if Bb added extra code. Remove the unexpected addition and re-Submit. Usually that repair will suffice.

You can also write code directly in Bb. Test use of characters as not all will be supported, and save frequently and often. Like most educational platforms, Bb gives little guidance on creating pages with HTML. The reason is simple: they cannot spend time on all the "support" that would be necessary in helping users learn HTML.

This *Maximizing Bb Tip Sheet* is from consultants Mary Bold and Lillian Chenoweth:

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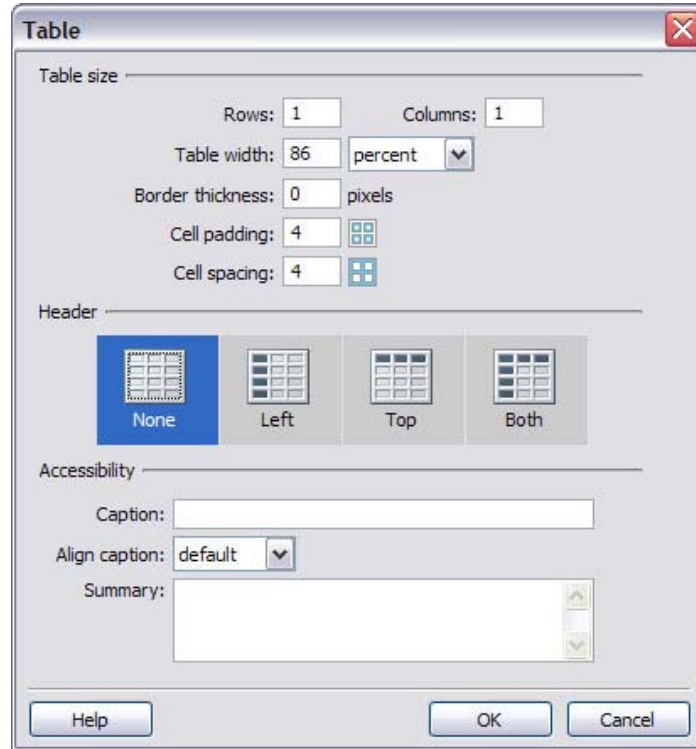
Dreamweaver: Insert Table

1. Turn off CSS function.
2. File > New > Document > Basic Page (HTML)
3. Insert Table (a good starting point for every page, anyway).

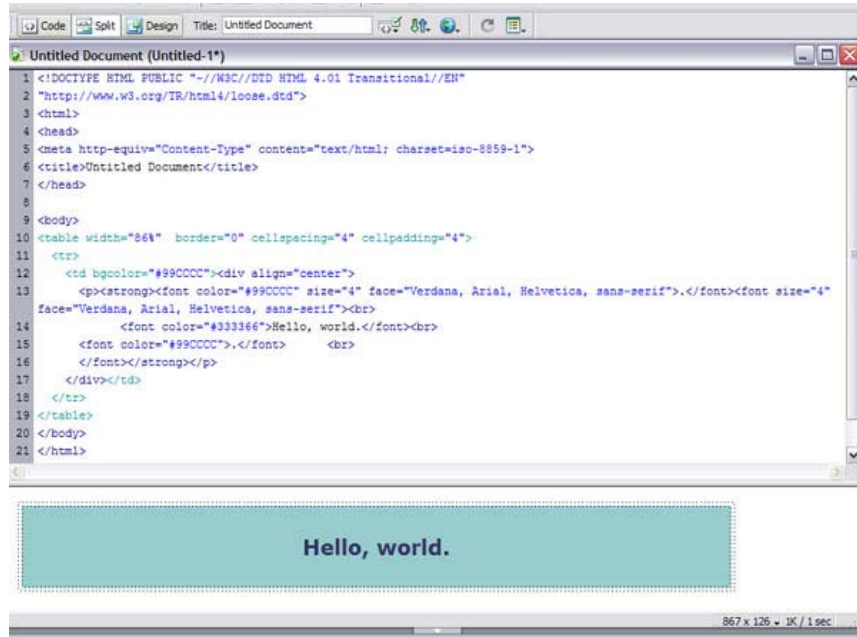
Favorite settings:

Width of 86 percent, but 92 and 96 provide just enough white space for margins on Bb screens.

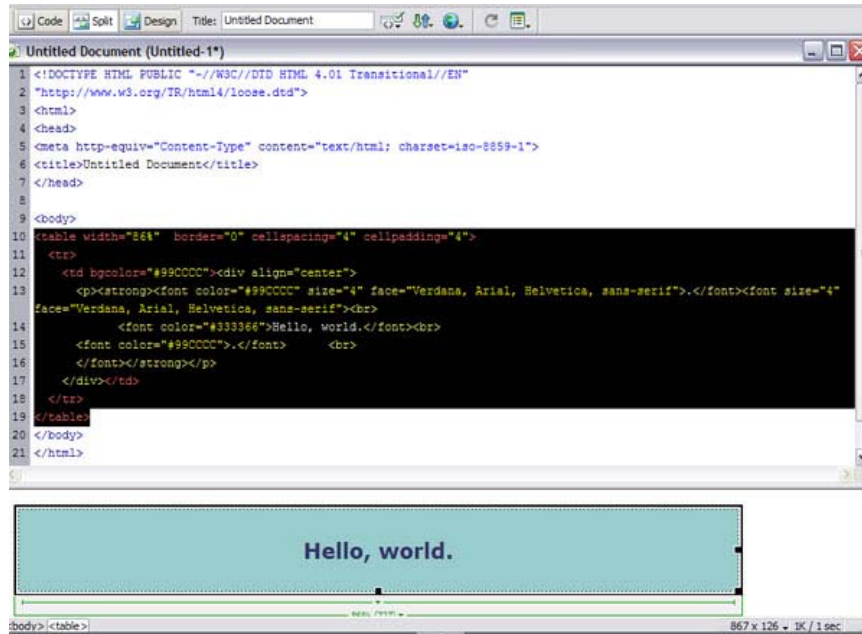
Border thickness of 0 (zero) pixels.



Dreamweaver's "Split View" shows code at top, designed table below.



Copy just the code for the table, between tags <table> and </table>.



The image shows a web editor window titled "Untitled Document (Untitled-1*)". The editor displays HTML code for a table. The code is as follows:

```
1 <!DOCTYPE HTML PUBLIC "-//W3C//DTD HTML 4.01 Transitional//EN"
2 "http://www.w3.org/TR/html4/loose.dtd">
3 <html>
4 <head>
5 <meta http-equiv="Content-Type" content="text/html; charset=iso-8859-1">
6 <title>Untitled Document</title>
7 </head>
8
9 <body>
10 <table width="867" border="0" cellpadding="4" cellspacing="4">
11 <tr>
12 <td bgcolor="#99CCCC"><div align="center">
13 <p><strong><font color="#99CCCC" size="4" face="Verdana, Arial, Helvetica, sans-serif"></font><font size="4"
14 face="Verdana, Arial, Helvetica, sans-serif"><br>
15 <font color="#333366">Hello, world.</font><br>
16 <font color="#99CCCC"></font> <br>
17 </font></strong></p>
18 </div></td>
19 </tr>
20 </table>
21 </body>
22 </html>
```

Below the code editor, a preview window shows the rendered table. The table has a light blue background and contains the text "Hello, world." in a bold, dark blue font. The table is centered on the page.

In Bb, select <html> from the formatting toolbar and then paste the code.

The image shows two overlapping windows. The left window is the Blackboard 'Content Information' editor. It has a 'Name' field with a dropdown menu set to 'Documents' and a text input containing 'Welcome message'. Below this is a 'Choose Color of Name' section with a black color swatch and a 'Pick' button. The 'Text' section features a rich text toolbar with various icons, including a dropdown menu currently set to 'Normal' and a font dropdown set to 'Times New Roman'. The main content area is empty. The right window is titled 'HTML View - Microsoft Internet Explorer'. It displays the raw HTML code for the content:

```
<table width="86%" border="0" cellspacing="4" cellpadding="4">
<tr>
<td bgcolor="#99CCCC"><div align="center">
<p><strong><font color="#99CCCC" size="4" face="verdana, Arial, Helvetica, sans-serif"><font size="4" face="verdana, Arial, Helvetica, sans-serif"><br>
<font color="#333366">Hello,
world.</font><br>
<font color="#99CCCC">.</font> <br>
</font></strong></p>
</div></td>
</tr>
</table>
```

 At the bottom of the HTML view, it shows the date 'Friday, May 28, 2006 10:29:13 PM EDT' and 'Cancel' and 'Submit' buttons.

The table is now editable in Bb, either in the format box or the html box.

The screenshot displays the 'Content Information' panel in Blackboard. It features a 'Name' field with a dropdown menu set to 'Documents' and a text input field containing 'Welcome message'. Below this is a 'Choose Color of Name' section with a black color swatch and a 'Pick' button. A 'Text' toolbar is visible, including options for font style (Normal), size (3), font face (Times New Roman), and various text formatting tools like bold, italic, underline, bulleted list, numbered list, link, unlink, and insert table. The main content area shows a teal rectangular box with the text 'Hello, world.' centered inside.

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