



Course & Organization Roles

What is a course or organization role?

A user's course or organization role controls the user's privileges within a specific course or organization. The role is automatically set to student or participant when a user is first enrolled. Roles can be modified from the **Control Panel** by any Blackboard user who has the role of instructor/organization leader or teaching assistant/assistant in that course or organization. Instructions for changing a user's role can be found in the document [Adding Instructors, TAs and Course Builders](#). Course and organization roles and a summary of their privileges are listed below:

Course Roles

- Instructor (I)
- Course Builder (CB)
- Teaching Assistant (TA)
- Grader (Gr)
- Student (S)
- Guest (G)

Organization Roles

- Leader(L)
- Organization Builder(OB)
- Assistant (OA)
- Grader(Gr)
- Participant(P)
- Guest(G)

USER ROLES

	I/L	CB/OB	TA / OA	Gr	S / P	G
Add Course Materials	✓	✓	✓			
View "unavailable" courses	✓	✓	✓	✓		
View Grade Center	✓		✓	✓		
Enroll users	✓	✓				
Modify users' roles	✓	✓	✓			
Set users to "Unavailable" (equivalent to removing users)	✓	✓	✓			
Participate in the Discussion Board	✓	✓	✓	✓	✓	
Create tests and surveys	✓	✓	✓			
Create groups	✓	✓	✓			
Change course options	✓	✓	✓			
View course content	✓	✓	✓	✓	✓	✓ *

*To the extent specified by the instructor and excluding Discussion Board, Tests, and Assignments.

Instructor or Leaders

Instructors/Leaders have access to all areas in the Control Panel. This role is generally given to those developing, teaching or facilitating the class. Users with this role may access a course/organization that is unavailable to Students or Participants.

Instructor Control Panel Image below

HUNTR COURSE_TEMPLATE_200906-2: Hunter Course Template (iframe-revised)-2 - Epak Student (Instructor)

Content Areas	
Getting Started	Assignments
Course Information	
Course Materials	

Course Tools	
Announcements	Advanced Group Management
Staff Information	Configure Blog Tool
Send Email	Recycle Blogs
Discussion Board	Configure Wiki Tool
Collaboration	Assess Wikis
Blackboard Scholar®	Recycle Wikis
Self and Peer Assessment	SafeAssign
Link Checker	Voice Announcement

Course Options	
Manage Course Menu	Course Copy
Course Design	Import Course Cartridge
Manage Tools	Import Package
Settings	Export Course
Recycle Course	Archive Course

User Management	
List / Modify Users	Remove Users from Course
Enroll User	Manage Groups

Assessment	
Test Manager	Grade Center
Survey Manager	Performance Dashboard
Pool Manager	Early Warning System
Course Statistics	

Help	
Support	Contact System Administrator
Manual	Quick Tutorials

Instructor or Leader has full access to the entire course control panel

Teaching Assistant or Assistant

A user with this role has access to most features. If the course or organization is unavailable to Students/Participants, a user with this role may still access the course/organization. A user with this role can no longer enroll a user. He or she can change a user's role in a course or organization. A user with this role is not listed in the Course Catalog listing for the course.

Teaching Assistant Control Panel Image below

HUNTR COURSE TEMPLATE (IFRAME-REVISED)-2 (HUNTR COURSE TEMPLATE 200906-2) > CONTROL PANEL

HUNTR COURSE_TEMPLATE_200906-2: Hunter Course Template (iframe-revised)-2 - Epak Student (Teaching Assistant)

Content Areas	
Getting Started	Assignments
Course Information	
Course Materials	

Course Tools	
Announcements	Advanced Group Management
Staff Information	Configure Blog Tool
Send Email	Recycle Blogs
Discussion Board	Configure Wiki Tool
Collaboration	Assess Wikis
Blackboard Scholar®	Recycle Wikis
Self and Peer Assessment	SafeAssign
Link Checker	Voice Announcement

Course Options	
Manage Course Menu	Course Copy
Course Design	Import Course Cartridge
Manage Tools	Import Package
Settings	Export Course
Recycle Course	Archive Course

User Management	
List / Modify Users	Remove Users from Course
Enroll User	Manage Groups

Assessment	
Test Manager	Grade Center
Survey Manager	Performance Dashboard
Pool Manager	Early Warning System
Course Statistics	

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Teaching assistants cannot enroll users

Course or Organization Builder

Course/Organization Builders have access to most areas of the Control Panel. This role is appropriate for allowing a user to manage the course/organization without giving the user access to Student/Participant grades. A user with this role can export a course or organization. In addition, he or she can change a user's role in the course or organizations (e.g., make a course or organization unavailable to a specific student/participant; change a participant to a course builder). In addition, course/organization builders can help you manage and add content to your course or organization.

NOTE: A user with this role can still access the course/organization if the course is unavailable to Students/Participants. A user with this role cannot remove an Instructor from a course or organization.

Course Builder Control Panel Image below

HUNTR COURSE_TEMPLATE_200906-2: Hunter Course Template (iframe-revised)-2 - Epak Student (Course Builder)

Content Areas	
Getting Started	Assignments
Course Information	
Course Materials	

Course Tools	
Announcements	Advanced Group Management
Staff Information	Configure Blog Tool
Send Email	Recycle Blogs
Discussion Board	Configure Wiki Tool
Collaboration	Assess Wikis
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Course Options	
Manage Course Menu	Course Copy
Course Design	Import Course Cartridge
Manage Tools	Import Package
Settings	Export Course
Recycle Course	Archive Course

User Management	
List / Modify Users	Remove Users from Course
Enroll User	Manage Groups

Assessment	
Test Manager	Grade Center
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Course Statistics	

Help	
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The Course or Organization Builder is unable to see the Grades and content submitted by students within an

Grader

Graders can help the Instructor/Leader create, manage, deliver, and grade tests and assignments. Graders can also help the Instructor/Leader manage the Grade Center. Graders cannot create content areas on the navigation menu, add content to the course, or make your course available/unavailable to students.

Grader Control Panel Image below

HUNTR COURSE TEMPLATE (IFRAME-REVISED)-2 (HUNTR COURSE TEMPLATE_200906-2) > CONTROL PANEL

HUNTR COURSE_TEMPLATE_200906-2: Hunter Course Template (iframe-revised)-2 - Epak Student (Grader)

Content Areas	
Getting Started	Assignments
Course Information	Course Materials

User Management	
List / Modify Users	Remove Users from Course
Enroll User	Manage Groups

Assessment	
Test Manager	Grade Center
Survey Manager	Performance Dashboard
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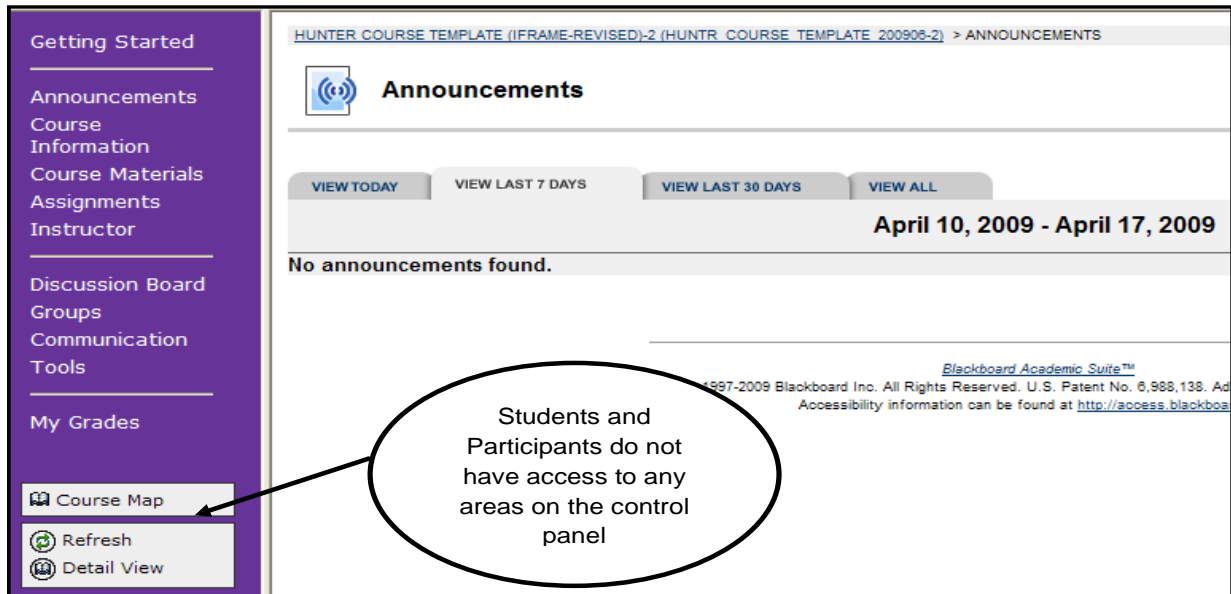
Course Options	
Manage Course Menu	Course Copy
Course Design	Import Course Cartridge
Manage Tools	Import Package
Settings	Export Course
Recycle Course	Archive Course

Grader cannot use course options or user management areas within the control panel

Student or Participant

Users are assigned the role of student/participant by default when they are first enrolled in a course or organization. A user with this role see the course/organization only after you have made it available, and then sees only those areas within the course/organization that you have made available to them. Students/participants do not see the Control Panel.

Student course home page image below



Guest

Guests have no access to the Control Panel and can only access areas of the course that have explicitly been made available to guests. Visitors such as prospective students or teachers, or affiliated organizations are typically given the role of Guest.

Guest home page image below

