

Editing Wiki Content

Any Course member can edit a Course Wiki page and any Group member can edit a Group Wiki page, unless the Instructor has disabled this function. When a Wiki page is being edited by one user, it is locked to prevent others from editing the same page. If a user tries to edit a page someone else is editing, he or she is informed that the page is currently being edited by another user. Please note that students do not have the ability to delete Wiki pages.

1. Login to the Bb Learn system and go to your course.
2. **Option 1:** Locate the **Course Management Control Panel** under the left hand menu and click on **Course Tools** to expand the drop-down list.
Option 2: Click on the **Content Area** where the **Wiki** is located in the **Course Menu**.
3. Click on **Wikis**.
4. On the **Wikis** listing page, select a **Wiki** title.
5. On the **Wiki's** topic page, choose the page to review and edit. The Wiki page opens in the content frame.
6. **Option 1:** In the side panel, click the page's **action link** (double down arrows) to display the drop-down menu and click **Edit**.
Option 2: Click **Edit Wiki Content** to the right of the page's title in the content frame.
7. On the **Edit Wiki Page**, changes can be made to the name and content of the page. Additional content can be added also.
8. Click **Submit**. Please note that you can select **History** from a page's contextual menu to see how the page has been modified, view any version, and compare two versions side by side. The **Page History** page allows the Instructor to retrieve information about the development of any page and see who contributed content. The most recent version of the page appears first. The Instructor can delete one or more Wiki page versions from the **Page History** page, but Students cannot. When a version is deleted, all participation history for that version is deleted. If the latest version is deleted, then the version next in line becomes the most current version and is the page viewed in the Wiki.