## **Creating a Journal Entry**

A journal is a self-reflective tool that allows you to post personal reflections about the course or discuss and analyze course related materials. Each journal entry can include any combination of text, images, links, multimedia, and attachments.

Although it is possible to set journals to public, allowing other students to view your journal, instructors typically do not enable this, so only you and your instructor are able to read and add comments to your entries. If you are not sure, before posting, ask your instructor if the journal is set to public or private.

The journal icon resembles a spiral notebook. Click the title of the journal to create your entry.

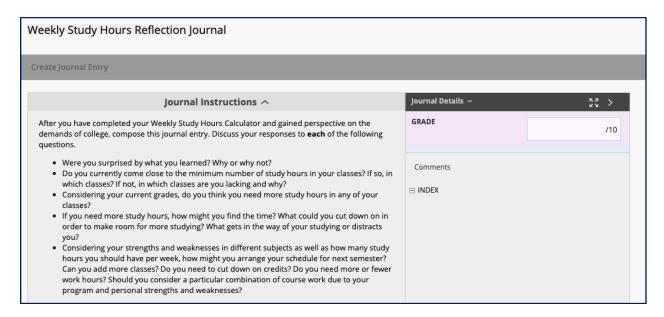


## **Weekly Study Hours Reflection Journal**

After you have completed your Weekly Study Hours Calculator and gained perspective on the demands of college, compose this journal entry. Discuss your responses to **each** of the following questions.

- Were you surprised by what you learned? Why or why not?
- Do you currently come close to the minimum number of study hours in your classes? If so, in which classes? If not, in which classes are you lacking and why?
- · Considering your current grades, do you think you need more study hours in any of your classes?
- If you need more study hours, how might you find the time? What could you cut down on in order to make room for more studying? What
  gets in the way of your studying or distracts you?
- Considering your strengths and weaknesses in different subjects as well as how many study hours you should have per week, how might you
  arrange your schedule for next semester? Can you add more classes? Do you need to cut down on credits? Do you need more or fewer work
  hours? Should you consider a particular combination of course work due to your program and personal strengths and weaknesses?

After clicking on the journal title, you will arrive at the journal overview. This page contains the journal instructions. If you have posted to the journal previously, you will find those posts listed below.

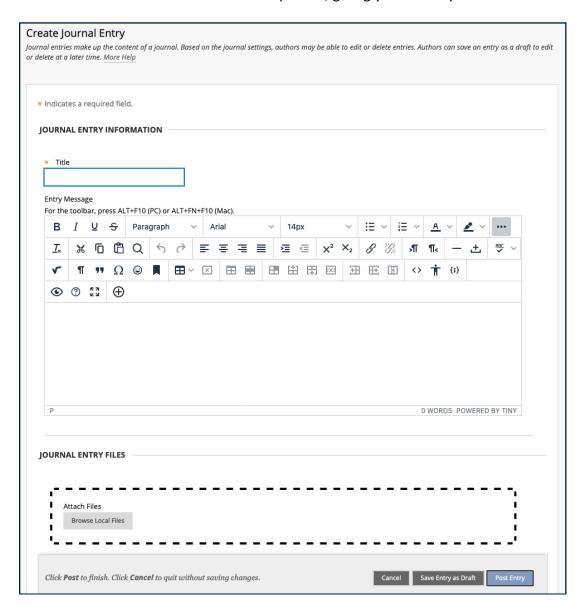




You can see your total number of entries and comments by clicking the down arrow next to **Journal Details** on the right.

To add your own entry to the journal, click the Create Journal Entry button.

Enter a title and then click into the Entry Message text box and type your journal entry. Clicking the three dots button in the text editor will expand it, giving you more options.



Click Post Entry when you have completed your journal.

You and your instructor can enter comments on journal posts if enabled. To add a comment, click the Comment button at the bottom of your entry.





Enter a comment in the Comment field and click **Add**. You can view comments by clicking **Comments** beneath an entry.





Journals created in Blackboard can only be viewed from Blackboard; they are not publicly accessible. Journals do not support RSS, so you cannot subscribe for updates to the journal. The only way to check for comments is to navigate to the journal in Blackboard.

