How to Create a Course Shell in Blackboard

There are two ways to create a new Blackboard course:

• Create new Blackboard shell for a class listed in Banner.

• Create an empty shell to use as a template (not connected to a specific course).

Create new Blackboard shell for a class listed in Banner

Note: Only use this method for courses you plan to use Blackboard with this Fall.

1. From either canvas.temple.edu or learn.temple.edu click “Course Tools.”

2. On the “Course Tools” page click the “Banner Class Lists” tab.

3. Click the “+” next to one of the courses listed.

4. Click the radio button next to “Blackboard” then click “Create Course Shell.”
5. Visit learn.temple.edu to see your course listed and begin building your course.

Create an empty shell to use as a template (not connected to a specific course). Note: This method creates Blackboard courses which are not linked to the Banner system. This is optimal if you wish to build a template course in order to copy it into multiple Blackboard courses which are linked to the Banner system.

1. From either canvas.temple.edu or learn.temple.edu click “Course Tools.”

2. On the “Course Tools” page click the “Request Shell” tab.

3. Click the radio button next to “Blackboard” then click “Template” and type in the name for your template course.

4. Click “Submit.”

5. Visit learn.temple.edu to see your course listed and begin building your template course.