

Scholar is a social bookmarking tool directly integrated with Blackboard which allows students and faculty to save, classify and share bookmarks and searches. Scholar helps users locate the most relevant and reliable articles available on the web. In addition, by registering their Blackboard course with Scholar, instructors can allow Scholar bookmarks to be shared with the entire class.

### Creating a Scholar Account

1. Login to Blackboard, and click the Scholar tab –OR- from within a course choose My Scholar Home" from the "Course Tools" menu.



2. The first time the tab is clicked, the Scholar account creation screen will appear. Under the New User area, complete the appropriate fields, read the Terms of Use and click **Create User** to continue.

### New User

Your account on this Blackboard system does not appear to be associated with a Scholar account. If you already have a Scholar account click on "Already a Scholar member?" Otherwise, create a new Scholar account below.

\* First Name:

\* Last Name:

\* Email:

\* Desired Scholar Login:

\* Desired Scholar Password:

\* Confirm Desired Password:

\* Password Hint Question:

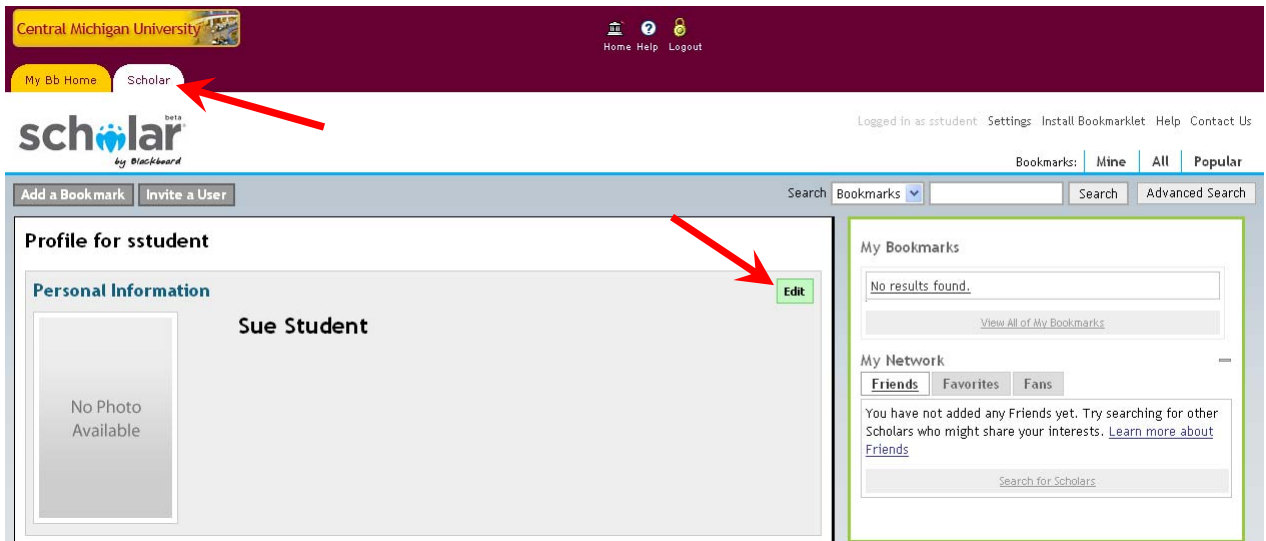
\* Password Hint Answer:

Let me set up my Scholar profile now.

\*  I Agree to [Terms of Use](#).

\*  I am at least 13 years old.

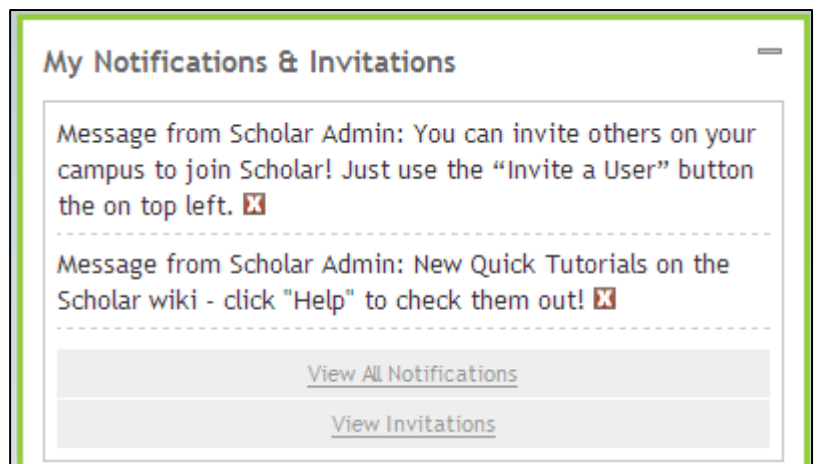
3. When the Scholar profile page appears:
  - a. If you wish to add additional profile information, click the **Edit** button next to the Personal Information, Contact Information, Interests, Education Information, Work and Network Privacy areas. Once complete, click the **OK** button at the bottom of the profile area. (Completing the profile is entirely optional and not a requirement to create an account).



4. Next, the "My Scholar Home" page appears. This page is your own personal, customizable starting point. You can return to this page from anyplace in Scholar by clicking on the Scholar logo in the upper left corner of the page. The Scholar Home page automatically contains links to two "streams" and notification area:



- a. *My Bookmarks* lists any existing bookmarks you have added to Scholar.
  - b. *All Bookmarks* lists the bookmarks other Scholar users have saved (by default only 5 listings will initially appear, to change this amount, click Edit List in the lower right corner).
  - c. The right side of the screen contains a "*My Notifications & Invitations*" area which displays messages from the Scholar Admin and/or other users.
5. Now that your Scholar account has been set up, you can start adding your own bookmarks to Scholar. This is done by using the **Add a Bookmark** form on the Scholar page or via the **Scholar Bookmarklet** tool.



## Add a Bookmark (using Scholar form)

This form lets you add a single bookmark to your own Scholar Bookmarks collection and provide information about the resource so others can use your information and classifications (tags) in their own research and studies.

1. To begin, click the “Add a Bookmark” button.



2. On the Add a Bookmark form, complete the following fields:
  - a. **Bookmark Name:** Enter a title for the page to be bookmarked.
  - b. **URL:** Enter the complete URL of the web page.  
**Note:** You may wish to copy/paste the URL from the address bar to eliminate the potential for typographical errors. (Ctrl+C=Copy/Ctrl+V=Paste)
  - b. **Description:** Provide notes or a short description for the page.
  - c. **(Optional) Tags:** Tags are single words or short phrases used to classify a bookmark. Enter tags separated by spaces, or phrases in quotation marks. For example, a web page about King Arthur might contain: *England, “King Arthur” mythology literature*.
  - d. **(Optional) Discipline Tag(s):** Select a discipline from the drop-down list.
  - e. **(Optional) Course Tag(s):** Select a course tag from the list of enrolled courses.  
**Note:** Course tags appear *only if* the course has been registered with Scholar.
  - f. **(Optional) Status Public/Private:** By default all bookmarks are publicly viewable. Selecting private makes a bookmark viewable only by you.

### Add a Bookmark

Fill out the form below to add a bookmark to My Bookmarks. [Learn more about adding bookmarks.](#)

**\* Bookmark Name:**

**\* URL:**

**Description:**

Separate tags with spaces. Put multiple word tags within quotation marks, e.g. "social networking"

**Tags:**

**Discipline Tags:**

[Suggest an additional Discipline](#)

**Course Tags:**

**Status:**  Public /  Private

3. When complete, click **Save** at the bottom of the screen.

## Adding a Bookmark (using Scholar Bookmarklet)

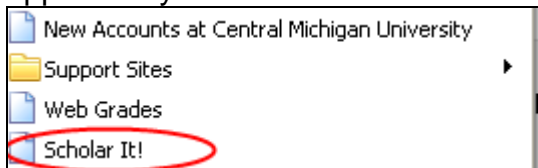
The Scholar Bookmarklet tool allows you to easily add websites to your Scholar collection with one click directly from your browser, while browsing the Web.

1. To install, enter the following URL in your browser's address bar:

<http://www.scholar.com/bookmarklet.dobbb>



2. Click the + icon next to the specific browser you are using.
3. Follow the provided instructions for your browser to complete installation.
4. Once the Scholar Bookmarklet has been successfully installed, **Scholar It!** should appear on your Bookmarks/Favorites list:



5. To add a bookmark, navigate to a webpage that you would like to bookmark and from your browser menu, click Favorites (if using Internet Explorer) or Bookmarks (if using Firefox) and select Scholar It!
6. The Bookmark Form page will appear with the name and URL fields already completed.
7. Add any additional Descriptions and/or Tags designations as needed.
8. Click Save to complete.