Artifacts

Artifacts are evidence of learning, frequently accompanied by reflection by the artifact owner. Artifacts are pieces of content that you can attach to a portfolio and reuse.

Course artifacts are graded content from your course and remain available to you even if you no longer have access to your course. Personal artifacts are any content—text, files, links and multimedia assets—you create/upload.

You can create artifacts in two ways:

- Create artifacts ahead of time in the My Artifacts repository so that they are available to use in your future portfolios.
- Create artifacts while authoring a portfolio. There artifacts are still stored automatically in the My Artifacts repository. You can also reuse them in other portfolios.

How to Create Personal Artifacts

1. From the My Institution page in Blackboard, click to access and expand your Global Navigation menu. Click on the Tools link, and then select Portfolios from the dropdown list.

   ![Image of Blackboard interface with My Institution and Tools menu expanded]
How to Add an Artifact

2. On the left-hand menu, click My Artifacts.
3. On the page, click Add Personal Artifact.
4. Provide a title, description, and content for the artifact. The description is visible only to the artifact owner.
5. Click Submit.

Course Artifacts

You create course artifacts by converting a graded submission to an assignment in a Blackboard Learn course into an artifact. Course artifacts not only include the submitted file/content, but they also include metadata about the assignment such as the assignment details, the grade the student received, and any feedback provided by the instructor. After students convert assignment submissions into assignment artifacts, they have permanent copies of their assignment artifacts in their My Artifacts repositories. If the assignment or its course are later made unavailable to a student or even deleted, the assignment artifact still remains in the My Artifacts repository.

How to Convert an Assignment Submission Into an Artifact

1. On the My Artifacts page, click Add from Course.
2. Find and select the graded assignments in your available courses.
3. Click Submit.

When you add a course artifact to a portfolio, you must select which metadata to show when displaying that course artifact in that particular portfolio.

Example: For a portfolio you are creating for a prospective employer, you may not want to include the grade/feedback information about artifacts.