

Edge Hill University

SYSTEM ROLES IN BLACKBOARD

BRIEF DESCRIPTIONS OF COMMON ROLES

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Overview

All Blackboard users have a System Role which affect if they can see the System Admin tab, and what permissions they have in it. This document covers commonly used System Roles.

System Roles are not to be confused with Course/Organisation Roles, and Institution Roles.

Common System Roles in Blackboard 9.1

I.D.	Name	Role Description and Level of Permission	Aimed at
Z	System Administrator	<p>Access to this role is limited to ensure the integrity of EHU's Blackboard system.</p> <p>System Administrator has access to the full Blackboard 9.1 system administrator privileges.</p> <p>System Administrators (LTD) enrol Faculty</p>	<ul style="list-style-type: none">• Learning Technology Development Division (LTD) (Blackboard system 'owners')• IT Services (SID Integration/Snapshot)• Academic Registry SID Integration/global communications)

		Administration staff as Course Administrators.	
C	Course Administrator	Have been given rights to enrol users. This is to ensure they can enrol one or two teaching staff as Programme or Module Leaders in each course.	<ul style="list-style-type: none"> • Faculty Administrative Staff.
A	User Admin	Have access to the System Administration tab which allows User Administrators to access user enrolment information to troubleshoot access queries.	<ul style="list-style-type: none"> • Help Desk Staff – Learning Services
PM	Programmes Management	This role has been created to allow people such as Heads of Department, who need to give themselves temporary access to many course areas, to do this	<ul style="list-style-type: none"> • Heads of Department

		<p>without having the extra rights (and associated training) that course administrators need,.</p> <p>Initially based on a copy of Course Administrator, this role as many 'System Admin' rights as possible removed, while giving full access to make changes to the courses.</p>	
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