

# Course and Organisation Roles in Blackboard

## Introduction

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Users in Blackboard Courses and Organisations are given different roles, which control which permissions they have.

In the descriptions below where two titles are given (e.g. 'Student' / 'Participant') the first relates to Courses and the second to Organisations.

It is usual practice in Courses for administrators to give the programme or module leader access and for the leader to give access to other staff.

## Most Common Roles

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- The '*Programme or Module LEADER*' / '*Leader*' role is given to a **module leader** or other **academic staff**, who can therefore do anything within a course.

- The *‘Programme or Module TUTOR’* / *‘Assistant’* role is given to **academic staff** and **Graduate Teaching Assistants** (GTAs) working on a module area when the module leader wants some limits to what they can change.
- The *‘Student’* / *‘Participant’* role is automatically given to **students**. This gives fewer permissions for adding and creating content.

## Less Common Roles

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- The *‘Programme or Module Facilitator’* / *‘External Facilitator’* role has read-only permissions to view the course area, but can see the Gradebook. It is used with **Learning Facilitators** who supports students with their learning.
- The *‘Programme or Module Administrator’* / *‘Organisation Administrator’* role is generally used by **Departmental Administrators** who need high levels of permissions but are not expected to deliver learning or assessment.
- The *‘Course Builder’* / *‘Organisation Builder’* role is for users who manage the development of the course and its content, but do not deliver teaching or assessment, such as **Departmental Technicians**.
- The *‘External Examiner’* / *‘External’* role is for use by **external users for moderation purposes**. Generally, an External Examiner will be an academic from another institution.

- The '*Internal Auditor*' role is intended for auditing use by **senior managers** within a department. Unlike the External Auditor role, it also permits access to Qwickly Attendance.
- The '*External Auditor*' role is intended for auditors who are external to the institution, such as **Ofsted** or another governing body. It does not permit access to Qwickly Attendance.

## More Information

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Please contact [Learning Technology Development](#) for more detailed specific details of what each role allows.