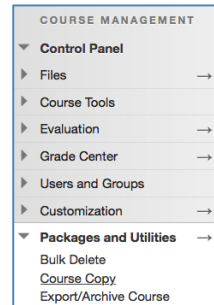


Calculate Course Size

I am not sure who coined the phrase, “Awareness is the beginning of change,” but there is some truth to it. Though you do not see it, some people have very large Blackboard courses, which take up a lot of space on our servers. Some courses are large due to many course copies over time. Some courses are large because of video files. Either way, it is good for you to be aware. Below are instructions on how to calculate your course size.

1. Go into Blackboard and then go into a course. Scroll down to the bottom to expand the “Packages and Utilities” link. Select “Course Copy.”
2. Scroll down the “File Attachments” section and click on the “Calculate Size” button.



FILE ATTACHMENTS

Select an option for copying your file attachments. If content will be reused in a different course, copying links and copies of the content is the recommended option. Click **More Help** for additional information.

Course Files

Copy links to Course Files

Copy links and copies of the content

Copy links and copies of the content (include entire course home folder)

Package Size

3. Most courses are under 1 GB in size. If your course is over 2 GB, then please contact your local Instructional Technologist at (231) 591-3826 for tips on how to shrink your large blackboard course file.

Package Size

Allowed package size: 3.91 GB

331.7 MB