



# الدليل الإرشادي لنظام التعليم الإلكتروني

Guideline to change the language  
from Arabic to English

الإصدار الأول 1445 هـ - 2024 م

# Guideline to change the language from Arabic to English

You can see Blackboard in different languages with language packs. You can set language packs at system level, and course level.

## 1- Changing the system Language:

Two ways to change the system language:

- **First (from outside page- Login Page):** change the system (Blackboard) language from the login page, click on the language option located at the top left of the page.



\*NOTE: login Blackboard information is the same as the Edugate login information, Where the user name is (Instructor number).

- **Second: (from inside page- Global Navigation Menu):**



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1. From global navigation menu, select "الإعدادات" (Setting)
2. Click on "المعلومات الشخصية" (Personal Information)
3. From صفحة المعلومات الشخصية (Personal Information page), select "تغيير الإعدادات الشخصية" (Change Personal Setting)



4. From صفحة تغيير المعلومات الشخصية (Change Personal Setting page), open حزمة لغة المستخدم (User Language Pack), and select "English (United State)"
5. Click on "إرسال" (Submit)



## 2- Change Course Language:

It is possible to set your course to appear in a specific language. This will mean that most of the features of Blackboard will use the language you specify.

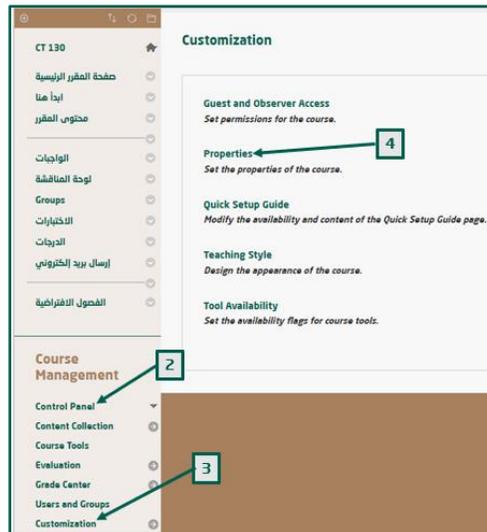
You can change course language to English by following these steps:

1. Select the specific course from My courses.

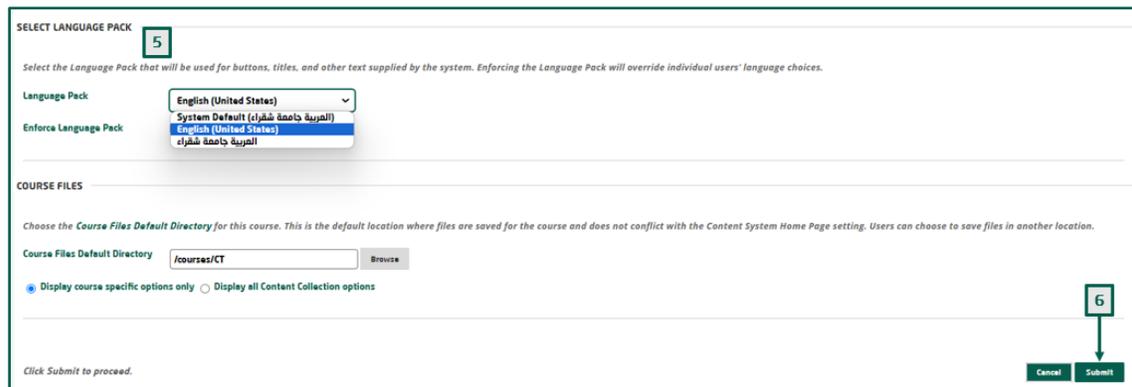


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2. From course management, open control panel
3. Expand "customization" menu
4. From customization menu, click on "Properties"



5. From Properties page, select Language Pack, Scroll down to **choose the language**, and apply "English (United States)"
6. Click "Submit"



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\*NOTE: Select **Enforce Language Pack**. This means that student users will not be able to override your setting for this course by choosing their own preferred language.

**SELECT LANGUAGE PACK**

Select the Language Pack that will be used for buttons, titles, and other text supplied by the system. Enforcing the Language Pack will override individual users' language choices.

Language Pack: English (United States)

Enforce Language Pack:

Your course will now be shown in the English language.

CT 130 | صفحة المقرر الرئيسية

Add Course Module

My Announcements

Needs Attention

What's Due

Blackboard

### 3- Course menu items:

Course Home Page

Course Content

Discussion Board

Grades

Send Email

Start

Assignments

Tests

Virtual Classes

## Guideline to change the language from Arabic to English

### 1- Start:

When you click on "Start" icon, a window appears containing:

1. Welcome message: You can change the header from "رسالة ترحيبية" to "Welcome", then copy and translate the message to be English.
2. Folder (Course Plan and Objectives): Here you can add course plan and the learning outcomes.

1

2

3. Open the "Course Plan and Objectives" folder, You can replace the "course plan" file information with the course specification or course syllabus.

3

الفصل الدراسي :			
رقم القاعة	المقرر	القسم	اسم الكلية
أساتذ المقرر			
اسم المقرر:			
رمز المقرر:			
عدد الساعات:			

ساعات الإرشاد الأكاديمي والساعات المكتبية									
اليوم	8-9	9-10	10-11	11-12	1-2	2-3	3-4	4-5	5-6
الأحد									
الاثنين									

\*NOTE: You can't change the course name, because its link with SIS files.

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### 4- Translate the Course menu items (To be in English):

Instructors can rename any of the navigation buttons/links by applying these steps:

1. Click on the down arrow which is on the right of the item.
2. Select "Rename Link".



3. Type the new name (In English).
4. Click on the checkmark right of the name box.

