

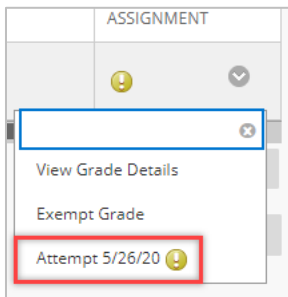
# BLACKBOARD ANNOTATE: BASIC TOOLS

When grading assignments in ulearn, instructors have access to Blackboard Annotate, which offers in-depth feedback features such as highlighting, underlining, inline comments, stamps, drawing tools, and options for viewing annotations.

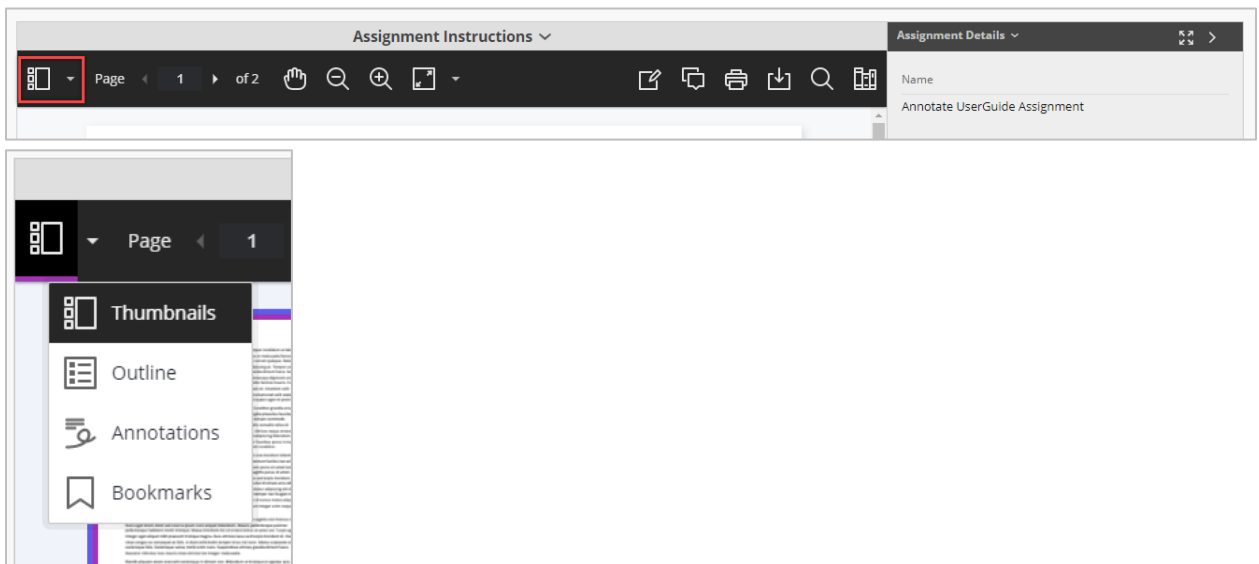
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## Instructions

1. For instructions on accessing the grade center, view the [userguide](#).
2. For each student, click **Grade User Activity** next to the attempt.

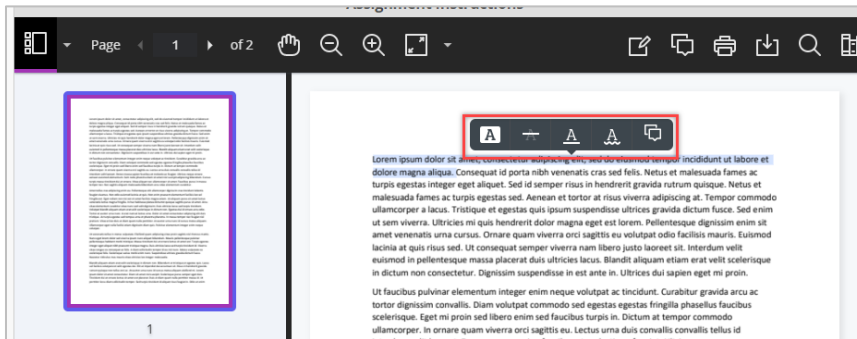


3. Annotate automatically displays. If you would like to view the assignment outline, create a bookmark, or see an overview of your annotations, select the **Thumbnails** icon to change your view.

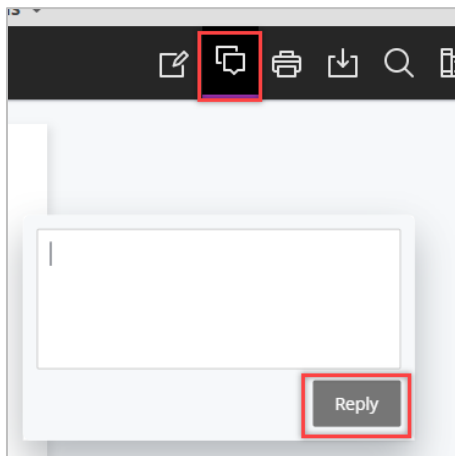


4. You can start annotating the document by double clicking or highlighting anywhere in the body of the text.
5. An **Annotation Toolbar** appears. From this toolbar, you can **highlight, strikethrough, underline, squiggle**, or insert an **inline comment**.

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6. To post a comment, select the **Comment** icon, write your comment, and click **Reply**.



7. If you need to delete an annotation or highlight, simply click on the annotation and select the **delete** icon.

