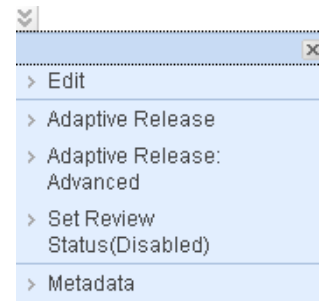


Metadata stores information about a content item. This data provides IMS (Instructional Management System) compatibility when content is imported and exported. See <http://www.imsglobal.org> for more information. Metadata can't be tracked or reported on. It is only viewed on the Content Metadata page as reference information on the particular content item.

1. From the course menu, select the content area that contains the item to be modified.
2. Click **Metadata** from the double chevron menu.



The table below describes the fields on the Content Metadata page. Select Edit to display the fields in each section. Source: Blackboard version 9 online manual.

Field	Description
General Information	
Title	Displays the title of the content item.
Catalog Entry	The catalog and version information in the Source and Entry Fields. Once a Catalog Entry is made a check box appears next to the item. Select the check box and click Submit to delete an entry.
Source	The name of the catalog or source of the content.
Entry	The number or version of the catalog.
Language	The language of the content item.
Description	A description of the content item.
Lifecycle Information	
Creation Date	Displays the date and time the content item was created.
Contributors	The names of others who contributed to this content item. Once a Contributor is entered a check box appears next to the item. Select the check box and click Submit to remove a Contributor.
Person	The name of the author or editor.
Role	The role of the person, such as author, contributor, or editor.
Organization	The name of the Organization associated with the person.
Date	The date the person made these changes or edits.
Technical Information	
Resource Format	The type of application this content item uses.
Resource Location	The location of the item displays in this field.
Rights Management Information	
Free Resource:	Establish if the Content was free or if it was purchased.
Copyright/Restriction	Establish if this Content is copyrighted or if it has any restrictions.
Description	Comment on any conditions of use for this item.