

INSTRUCTIONAL DESIGN & ACADEMIC TECHNOLOGY

ULTRA RICH TEXT EDITOR: TABLES IN ULTRA

With the November 2021 release of Blackboard, tables may be created in Ultra course documents and announcements. In an Ultra-enabled Blackboard course, open an announcement or document to begin.

1. Click the Create or edit table button:



2. Click the grid to create a right-sized table, or click Insert Table for more options:





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3. The table will appear in the document after clicking the grid, or after clicking **Insert**.

