



## Supported File Types

### A Blackboard Tip Sheet

---

#### File Types

The flexibility of Blackboard permits the upload of many different file formats to support your course content. While most of this material is text or html, you can also use many other items, including slide shows, movies, audio clips, spreadsheets, and applets.

Any files you wish to upload should have a three or four letter file extension (such as ".txt" or ".html") which designates its type and is a commonly used extension name recognized by web browsers.

For example: If you wish to upload a Microsoft Word document, it must be named similarly to "myfile.doc", ".doc" being the file extension for Word (see the table below for commonly used file extensions).

This also helps because web browsers such as Netscape Navigator are pre-configured to recognize common file types. That way, a student can click on a file such as "sample.xls" and the browser will automatically launch the associated program, in this case, Excel. Accordingly, items that are uploaded may require that the users/students taking your course have the associated program residing on the computer they use.

#### *Important things to consider when uploading files.*

1. If a Web Browser is required to view a file, be sure to use ones supported by Blackboard such as Internet Explorer or Netscape Communicator.
2. Files may not be "backwards compatible." For example, a file written in Microsoft Word 97 cannot be opened with Microsoft Word 6.0. Even though they are the same programs, they are different versions. Make sure all course participants are using the same version of a program, or save the file in a common format.
3. If you require a player or plug-in to use this file, visit the website associated with the software program or visit our plug-in page at: <http://www.blackboard.com/support>
4. If you require the support of a different file type:
  - Contact your institution's Computer Center. They may need to configure the server to recognize your file.
  - Submit a "feature request" from the Blackboard Support Center asking about the file type.

Extension	File Type	Associated Programs
.aam	Multimedia	Authorware plug-in ( <a href="http://www.macromedia.com">www.macromedia.com</a> )
.aiff	Audio	Audio program
.asf	Multimedia	Microsoft Net Show ( <a href="http://www.Microsoft.com">www.Microsoft.com</a> )
.au	Audio	Real Audio Player ( <a href="http://www.realaudio.com">www.realaudio.com</a> )
.avi	Video	Video player (not Macintosh compatible)
.doc	Text	Microsoft Word or other word processor
.ea	Audio	Java enabled Web browser
.ev, .ev2	Video	Java enabled Web browser

.exe	Program	--NA--(not Macintosh compatible)
.gif	Image	Graphics program or Web browser
.html, .htm	Web Page	HTML editor or Web browser
.image	Image	Graphics program or Web browser
.jpg, .jpeg	Image	Graphics program or Web browser
.jif	Image	Graphics program or Web browser
.mpg, .mpeg	Image	Graphics program or Web browser
.mov, .movie	Video	Movie or Media Player
.pdf	Text	Adobe Acrobat ( <a href="http://www.adobe.com">www.adobe.com</a> )
.ppt, .pps	Slide Show	PowerPoint & PowerPoint Player
.qt	Movie	Quick Time ( <a href="http://www.apple.com">www.apple.com</a> )
.ra	Audio	Real Audio Player ( <a href="http://www.realaudio.com">www.realaudio.com</a> )
.ram	Video	Real Audio Movie ( <a href="http://www.realaudio.com">www.realaudio.com</a> )
.swa	Audio	Shockwave plug-in ( <a href="http://www.macromedia.com">www.macromedia.com</a> )
.swv	Multimedia	Shockwave plug-in ( <a href="http://www.macromedia.com">www.macromedia.com</a> )
.swf	Multimedia	Shockwave plug-in ( <a href="http://www.macromedia.com">www.macromedia.com</a> )
.tiff	Image	Graphics program or Web browser
.txt	Text	Text or HTML editor, word processor
.wav	Audio	Audio program
.wpd	Text	WordPerfect or other word processor
.xls	Spreadsheet	Excel