

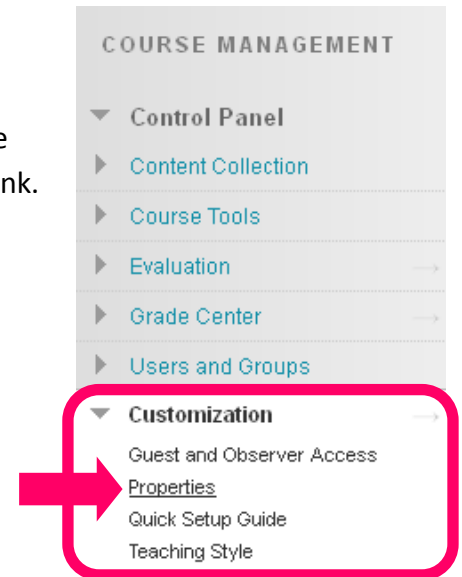
# Changing Your Course's Availability to Students



## Blackboard -Getting Started

To make your Blackboard course available to students, you must first turn on your course's availability to student access. Follow these steps:

1. In your course, scroll down to your course's "Control Panel", located beneath your course's menu. In your course's Control Panel, click on the "Customization" menu to view your options and click the "Properties" link.



2. On the Properties page, scroll down to #3 on the list, "Set Availability". Next to the word's "Make Course Available" choose the desired availability setting.

**To make an unavailable course available to students:** Select the "Yes" radio button.

**To make an available course unavailable to students:** Select the "No" radio button.

Once you have indicated your course's availability setting, click "Submit" to save your changes.

### Properties

*Properties control the functional settings of the course, including name, availability, classification.*

*\* Indicates a required field.*

- 1. Name and Description**

*\* Course Name*

Course ID

Description
- 2. Classification**

Subject Area

Discipline
- 3. Set Availability**

*Make this course available to users?*

Make Course Available  Yes  No