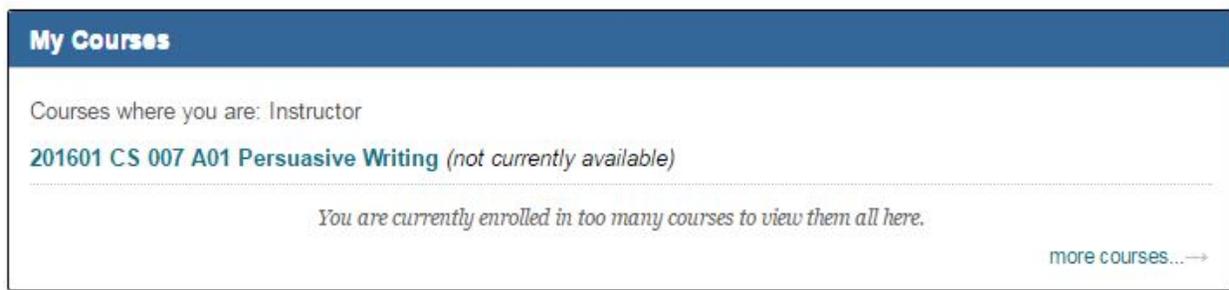


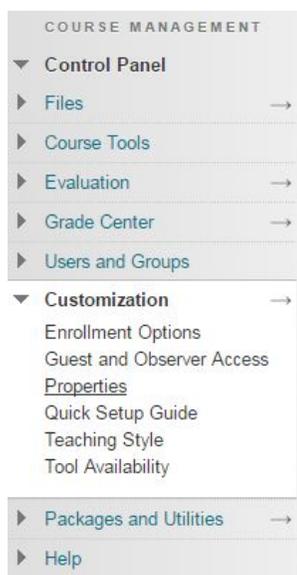
Making Your Course Available

Follow the steps below to make your course available in Blackboard.

1. Log into Blackboard and select your course from the **My Courses** tab.
 - a. If your course is not yet available, you will see the message **(not currently available)** next to the course title.



2. Within your course, access the **Course Management** toolbar on the left of the screen. Within the **Control Panel**, click the **Customization** option.
3. Now, click on **Properties**.



4. Within this page, there is an option for making the course available. Ensure this is set to **Yes**.

SET AVAILABILITY ---

Make this course available to users?

Make Course Available Yes
 No

5. Now click **Submit**. Your students will now be able to access this course within Blackboard. Ensure that all of your courses are available by 9 am on the date of the first class!