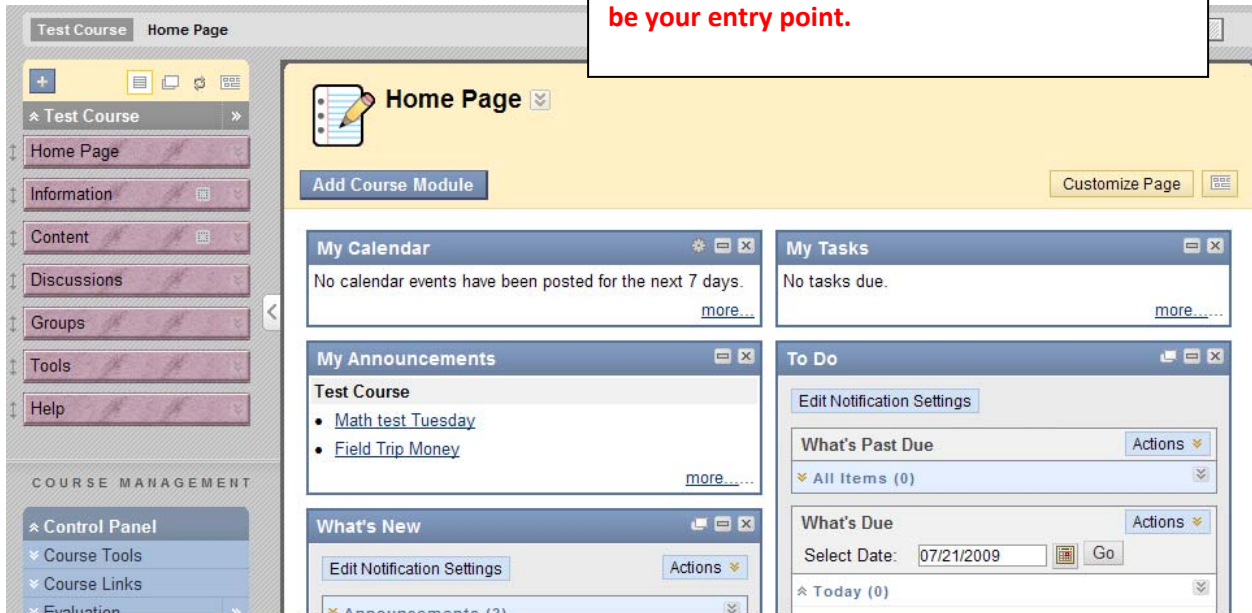
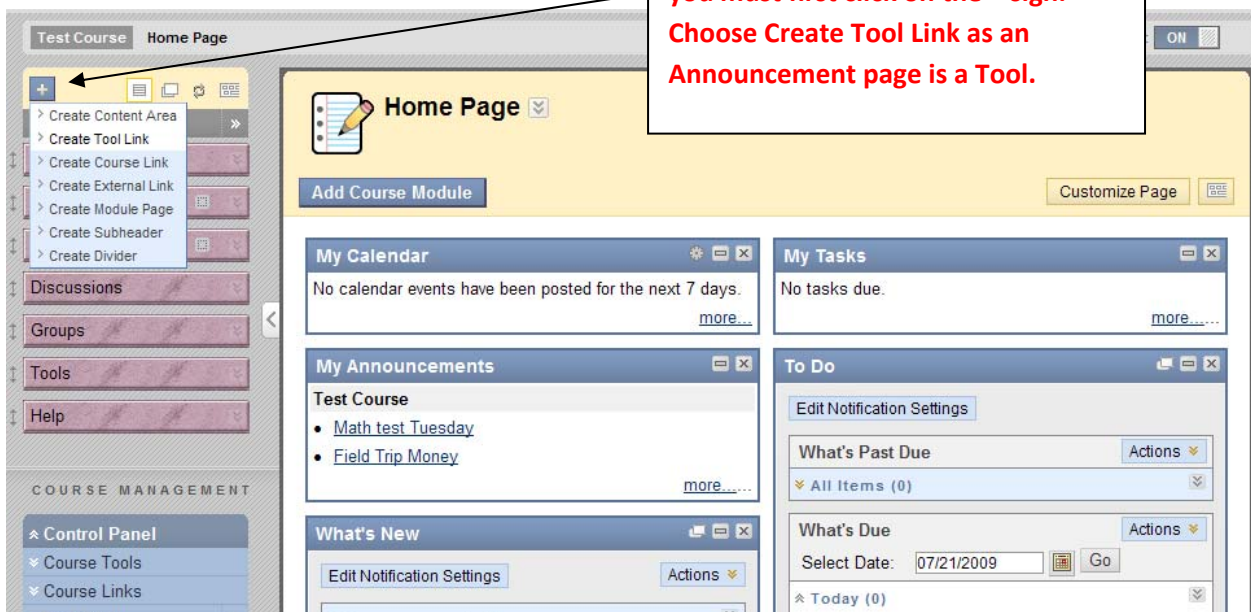


Creating an Announcement Page

If your entry page is the Home Page, you may not have an Announcements page. You can create one and have the Announcements page be your entry point.



To create an Announcements page you must first click on the + sign. Choose Create Tool Link as an Announcement page is a Tool.



Keyboard the word Announcements and make sure Type also says Announcements. Check the Available to Users box unless you are not ready to have your Class/Course be available. Then click on Submit.

Test Course Home Page

Add Tool Link

Name: Announcements

Type: Announcements (u) - Tool is off

Available to Users

Cancel Submit

Groups

Tools

Help

COURSE MANAGEMENT

Add Course Module

My Calendar

No calendar events have been posted for the next 7 days. [more...](#)

My Announcements

Test Course

- [Math test Tuesday](#)
- [Field Trip Money](#)

[more.....](#)

Now you will have an Announcement Button. You will have to drag and drop it to the appropriate position in your Course/Class. Remember all you have to do is click on the arrows to the left of the button and then drag and drop the buttons to place them in the order you would like them.

Test Course Home Page

Test Course

Announcements

Home Page

Information

Content

Discussions

Groups

Tools

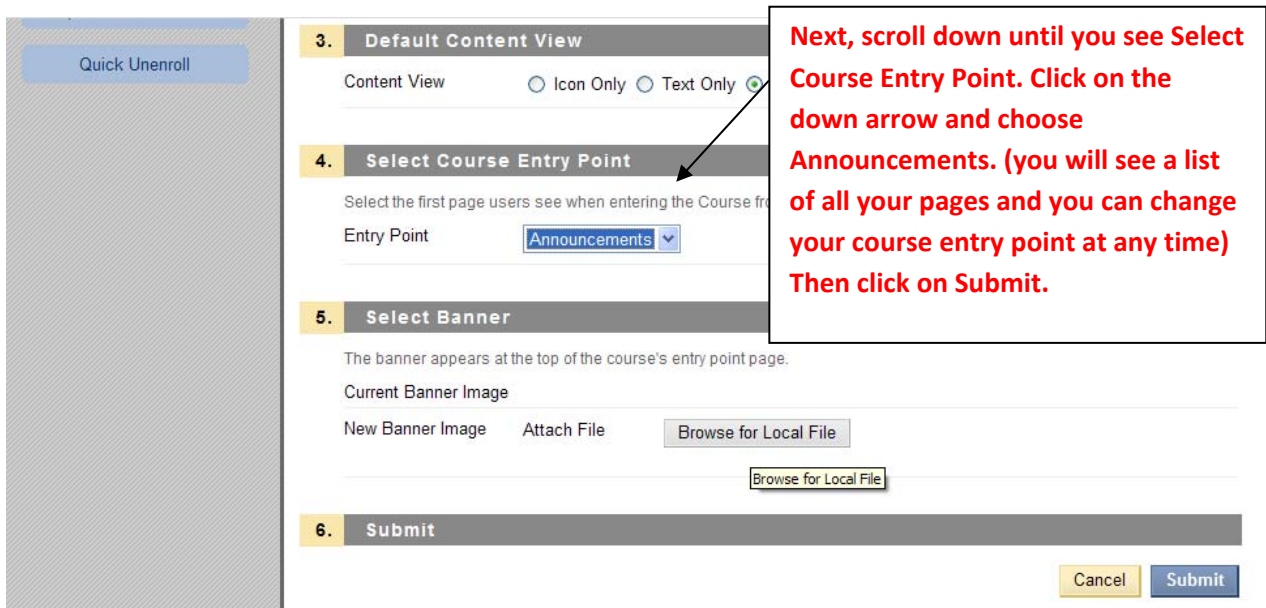
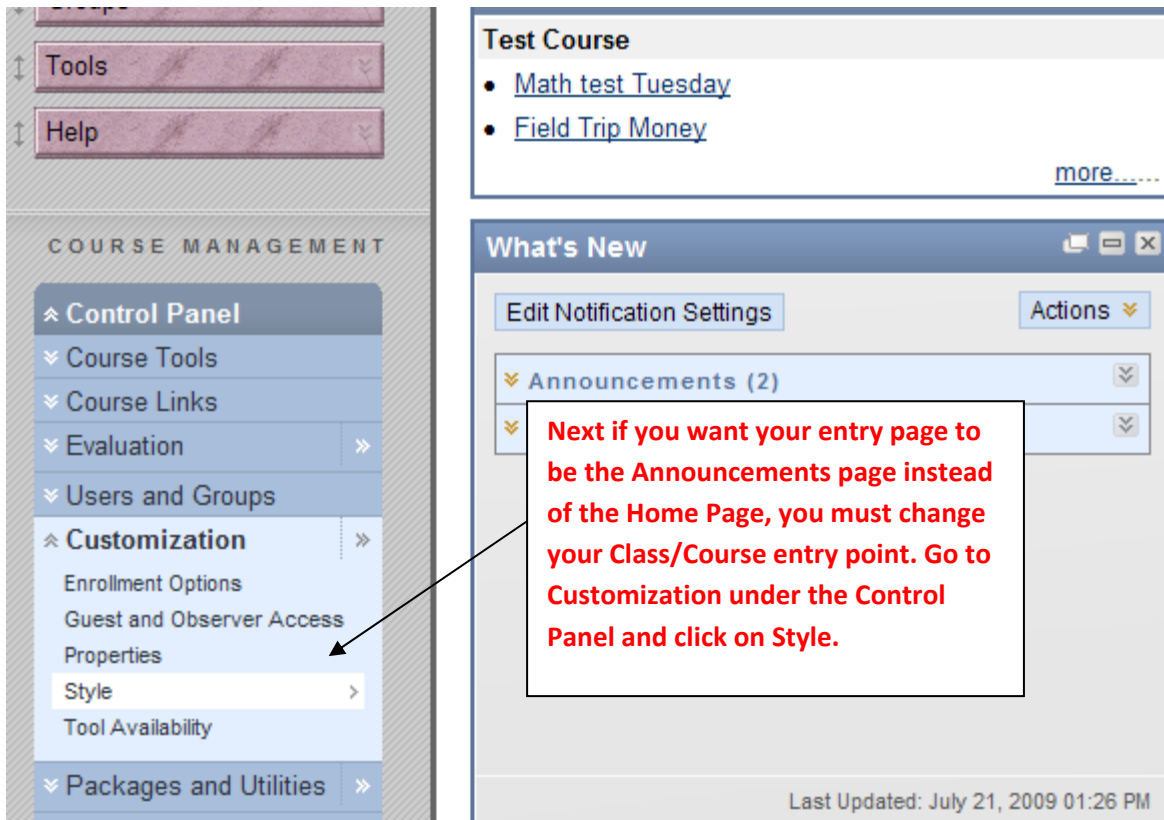
Help

Home Page

• [Math test Tuesday](#)

• [Field Trip Money](#)

[more.....](#)



Ingham Intermediate School District **My Blackboard** System Admin Blackboard Support Courses Content Collection Scholar

- Board of Education
- CareerForward with Blackboard
- DPOC course
- East Lansing 8th grade test 08
- Ingham Ad Staff
- Instructor Handouts
- isd.a.mwhite
- Michigan Online Learning Grant
- Online Mentoring
- RITS state-wide REMC group
- StarNET
- Teaching and Learning Online Grant Program - SRE
- Teaching and Learning Online June 15
- Teaching and Learning Online May 5
- Teaching and Learning Online TEMPLATE
- Test Course**
- Waverly 8th Grade Technology Assessment
- Webberville 8th Grade Assessment
- Webberville Teaching and Learning Online
- Williamston 8th grade technology assessmentwv

My Calendar
7:30 PM - 9:30 PM on 7/21/09:
[Organizational Meeting](#) more...

To make sure your changes are made go to My Class/My Blackboard and then choose your Course/Class. In this case it is the Course called Test Course. Click on your Course/Class.

Test Course Announcements

Announcements

Create Announcement

Field Trip Money
\$15 is due next Tuesday

Math test Tuesday
Don't forget to study for the Math test that will be on multiplication on Tuesday.

Posted by: Melissa White
Posted on: Thu, Jul 16, 2009

The Announcements Page is now the Course Entry Point so your announcements will be the first thing your students see when they go into the Course/Class.