



Blackboard Quick Reference Guide 8.0

Make a Course Available to Students



You must make a course available at the beginning of the semester, or students will not be able to access the course. At some point, once the semester is over, you can also turn off availability to students.

To Make a Course Available to Students:

Step 1: Go to the **Control Panel** of the course you wish to make available.

Step 2: Under *Course Options*, click the **Settings** link.

- The Settings page displays.

Step 3: Click the **Course Availability** link.

- The Course Availability page displays.

Course Availability

1 Set Availability

Make this course available to users?

Make Course Available: Yes No

Click *No* when the semester is over and you want to turn off course availability .

Step 4: Click on the **Yes** radio button to make the course available to students.

Step 5: Click the **Submit** button.

- A receipt page displays

Step 6: Click **OK**.

- You are returned to the Settings page.

Step 7: Click **OK**.

- You are returned to the Control Panel.