

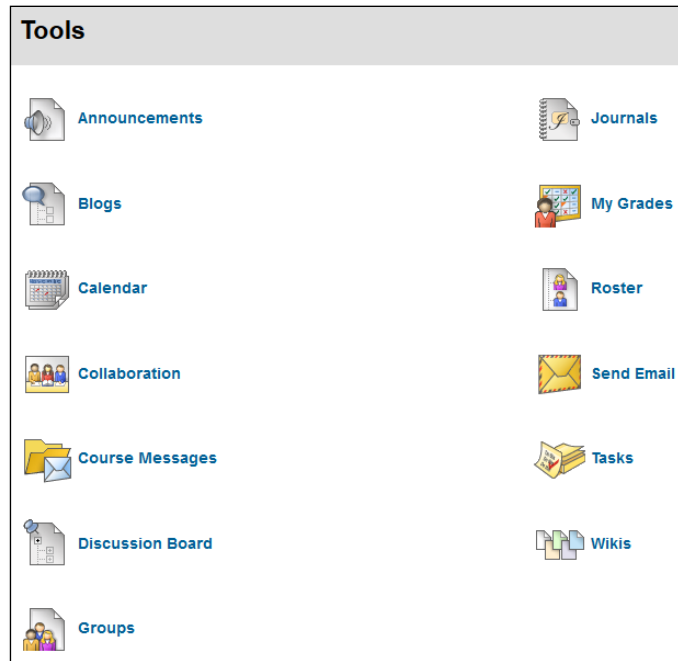
TOOLS: MANAGING STUDENT ACCESS

In the course menu, students should have access to the **Tools** area. Within this area student have direct access to some of the Tools available within the course. The initial availability of these Tools is set in the Control Panel. See the document on **Managing Tool Availability** for more information on how to make Tools generally available within the course.

Within the Tools area on the course menu, instructors can determine what Tools students have direct access to.

By default, the **Tools** available to students are:

- Announcements
- Blogs
- Calendar
- Collaboration
- Course messages
- Discussion Board
- Groups
- Journals
- My Grades
- Roster
- Send Email
- Tasks
- Wikis



HIDING TOOLS FROM STUDENT VIEW

To hide the direct link from student view, click **Hide Link** next to the Tool.



Hidden Tools are still available for use within Content areas of the course, but students will not have a direct link to the Tool.

SHOWING TOOLS FROM STUDENT VIEW

Hidden Tools can be made available to students again by clicking **Show Link** next to the Tool.

