HOME PAGE (COURSE MODULE PAGE)

Modules are a great way to see what's happening in your courses, as well as access commonly used tools with just one click. Modules have different properties depending on the module, and setting on the module. You may be allowed to minimize or remove modules, however, some modules are required to appear. You may also be allowed to edit the content that appears in the modules.

By default, the Home Page of every course may be customized by the instructor. Students do not have the ability to customize the Course Home Page.

By default, the modules available on the Home Page are:

- My Announcements Displays course announcements that have been posted in the last 7 days, as well as a link to the Announcements page where all announcements for the course are located.
- What's New Displays information to students about new content available in the course.
- To Do Displays information to students about what they personally need To Do in the course based on Due Dates.

ld Course Moo	lule		Customize Page
- My Announ	cements	To Do	
No Course or	Organization Announcements have been posted in the last 7 days.	2	Edit Notification Settings
	more announcements→	What's Past Due	Actions 😺
		All Items (0)	0
What's Nev	/	What's Due	Actions 😺
2	Edit Notification Settings Actions 😝	Select Date: 06/13/2014	Go
	No Notifications	Today (0)	0
	Last Updated: June 13, 2014 2:18 PM	Nothing i	Due Today
		Tomorrow (0)	0
		This Week (0)	0
		Future (0)	0
			Last Updated: June 13, 2014 2:18 PI

NOTE: The What's New and To Do modules may not update with relevant information for instructors. These modules are meant for student use. The **Instructor Alerts** page displays modules specific to Instructor use.

EDIT MODULE CONTENT

If information is available to be edited on a module, click the **Manage** icon located at the top of each module.



MINIMIZE A MODULE

To minimize a module, click the down-pointing caret icon (\checkmark) located at the top of each module. To maximize a module, click the right-pointing caret icon () located at the top of each module.

6	Iy Announcements
	No Course or Organization Announcements have been posted in the last 7 days.
	more announcements \rightarrow

Vy Announcements

OPEN A MODULE IN A NEW WINDOW

To open it in a separate window, click the dual-

window icon (I) located at the top of each module. If the icon does not appear, the option is not available for this module.

2	Edit Notification Settings Actions 😽
	No Notifications

REMOVE A MODULE

To remove a module, click the remove icon (X) located at the top of each module. In the pop-up window, click OK. Removing a module does not permanently delete it. You can restore deleted modules with the Add Module function on the action bar. Modules that do not have a remove icon are required to appear.

₽	▼ What's New		
	2	Edit Notification Settings	Actions 😺
		No Notifications	
		Last Updated: June	13, 2014 2:18 PM

CUSTOMIZE MODULE LAYOUT

You can reorder the modules on a tab using the drag-and-drop function or the keyboard accessible reordering tool.

DRAG-AND-DROP FUNCTION

Press and drag the header of a module to move it to a new location. The module is surrounded by a dashed line as you move it. Release the module to place it in its new location.

What's New		ا ا
2	Edit Notification Settings	Actions 😺
	No Notifications	
	Last Updated: June	13, 2014 2:18 PI

KEYBOARD ACCESSIBLE REORDERING TOOL

You can use the keyboard accessible reordering tool for an alternative method to reorder items. The tool appears on the action bar.

Select one of the modules. Use the up and down arrow icons to move the module to a new position in a column list. Use the right- and left-pointing arrows to move a module between columns.

Column 1	Column 2	Column 3
Tools	My Tasks	My Courses My Announcements My Calendar Mobile Learning Update Alerts
	► ¥	

CUSTOMIZE THE PAGE

Click **Customize Page** on the action bar. On the **Customize** page, select a color scheme from the **Color Palette Library**.

Customize: Home Pag	e		
			Cancel Submit
CUSTOMIZE THEME			
	e text goes here. Module Title Module text Restore to Default)		
Color Palette Library			
Page Title	Page Title	Page Title	Page Title
The text goes here.	The text goes here.	The text goes here.	The text goes here.
* Module Title	Module Title	Module Title	Module Title
Module text	Module text	Module text	Module text
(Restore to Default)	Desert	Fall	Forest
Jan Marine American	har man	Varana and	

†↓

HOW TO ADD A COURSE MODULE

- 1. Click Add Course Module on the action bar.
- 2. On the **Add Module** page, select the modules to appear on the tab. You can search by keyword or browse by category to find modules. Your institution can disable options.
- 3. Click **Add** to place the module on your **My Institution** page. Click **Remove** to delete the module from your **My Institution** page.

Add Module		
♥ Search	Browsing: All	Page 1 of 2 > >
T Browse by Category	Alerts Don't fail behind. Display notifications of past due and early warnings the courses you instruct	🗖
My Blackboard Campus Information	Remove	In My Blackboard
Student Life Student Services	Bookmarks Display links for up to 3 personal bookmarks, (More)	
Faculty and Staff Resources	Add	In My Blackboard
News and Events Help and Support	Calculator Perform calculations, Add a calculator, (More)	D
Other	Add	In Toolbox