

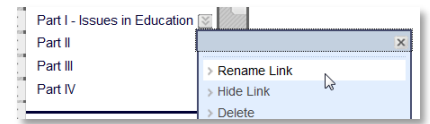
CUSTOMIZING YOUR COURSE DESIGN WITH BANNERS AND MENU OPTIONS

CUSTOMIZE YOUR COURSE MENU

You may select a color and style for your **Course Menu**.

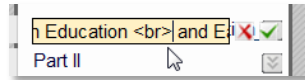
1. Select **Customization** in the **Control Panel** area.
2. Click on **Style** and select **Buttons** or **Text**, choose the **Default Menu View**, and the **Default Content View**. You also have the option to change the **Entry Point** of the course and **Upload a Banner**.
3. **Please Note:** If you select Text as the style for your Menu and you have lengthy descriptions, the text will not wrap correct.
 - a. To manually wrap the text, Select **Edit Mode ON**.

- b. Next to the link on the **Course Menu** that is not displaying correctly, select **Rename Link** from the drop down menu.

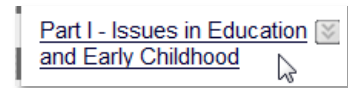


- c. Insert **
** where you would like the line to break.

- d. Click the **green check**.



- e. The description of the link should now display correctly.



CREATING AND ADDING A BANNER

You may also create a **Banner** very easily in PowerPoint.

1. Download and Save the **Course Banner Template** to your desktop.
2. The template is sized to 1.5 x 8.5 which fits nicely in Blackboard.
3. Design your banner using WordArt, Text Boxes, ClipArt or Digital Photos.
4. Save the Banner as a **JPEG file**.
5. To upload the Banner into Blackboard, select **Customization** in the Control Panel area.
6. Click on **Style** and scroll down to **Select Banner**, click **Browse** and Select the JPEG file of the Banner you created in PowerPoint and click **Submit**.