

Customizing the Functional Settings of Your Course

NOTE: Make sure your Edit Mode button is in the **ON** position.

Change the Course Name to Reflect the Current Semester

Changing the course name allows users to easily identify the course they are looking for in a list of courses on Blackboard.

1. In the Control Panel area, select **Customization** and **Properties**.
2. In the **Name and Description** area, change the **Course Name** to reflect the current semester and click **Submit**.

Make Your Course Available

All courses are set to unavailable by default. As soon as the course is ready it is the instructor's responsibility to make the course available. You will see (Course is unavailable to students) at the top of your course site until you make the course available to students.

1. Select **Customization** and **Properties** in the **Control Panel** area.
2. In the **Set Availability, Make Course Available**, select **Yes** and click **Submit**.