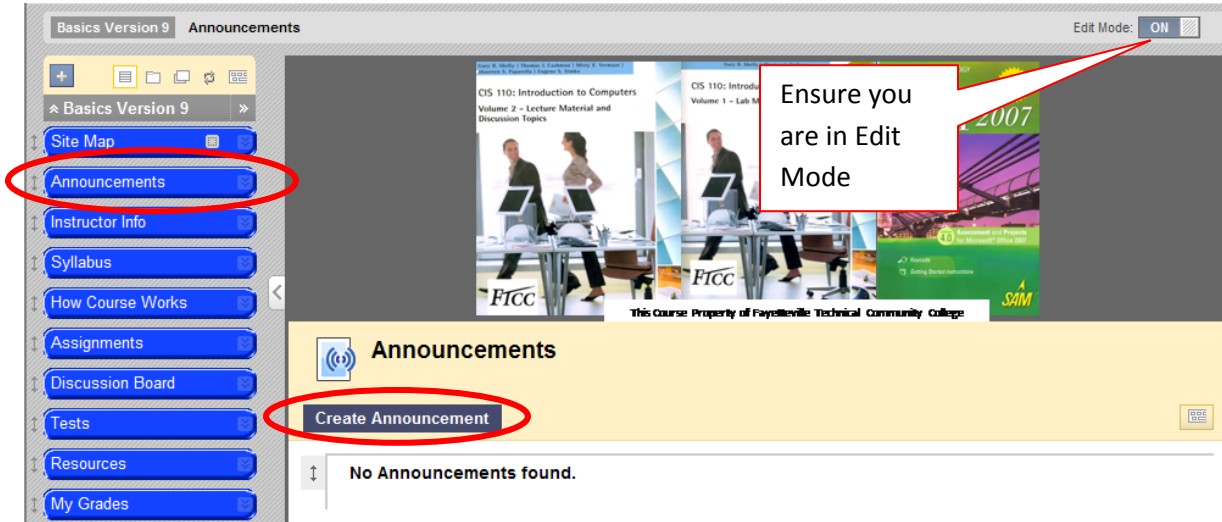


Add Course Link

In this instance we will add a course link. The course link we will add will go from a Welcome Announcement to the Course Syllabus. Note: You could select to create a course link in any item of Blackboard.

Step 1: Click the **Announcements** button. Click the **Create Announcement** button.



Step 2: Complete Area 1. This is for the Announcement and not the course link but you may want to reference the course link since you will add it.

★ Indicates a required field.

Cancel Submit

1. Announcement Information

★ Subject

Message

Visual Editor: ON

Normal 3 Times New Roman B I U abc x₂ x² [Rich Text Editor Icons]

Welcome to Class. Please select the buttons on the left side of the screen to get a better understanding of the course.

You can click the link below to easily access the course Syllabus or you could click on the Syllabus button.

Path: body > p

Add Course Link

Step 3: Area 2 is reference to the Announcement.

2. Options

Duration Permanent
 Date Restricted

Select Date Restrictions Display After 03/26/2010 04:24 PM
Enter dates as mm/dd/yyyy. Time may be entered in any increment.

Display Until 03/27/2010 04:24 PM
Enter dates as mm/dd/yyyy. Time may be entered in any increment.

Override User Notification Settings
Send Email to all users even those that choose not to receive Announcement notifications through email.

Step 4: Complete Area 3. Click the Browse Button. A new window will appear. Select the location for your course link and Submit.

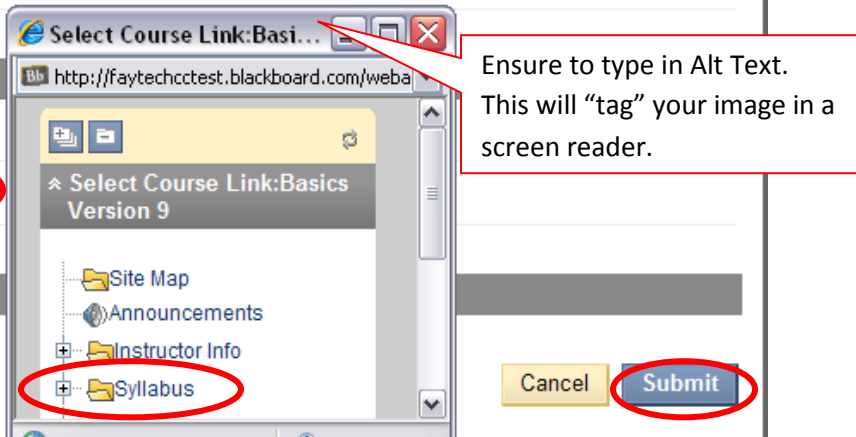
3. Course Link

Click **Browse** to choose an item.

Location /Syllabus **Browse...**

4. Submit

Click **Submit** to finish. Click **Cancel** to quit.



Ensure to type in Alt Text. This will "tag" your image in a screen reader.

End Product

↑ **Welcome to Class** ▾

Welcome to Class. Please select the buttons on the left side of the screen to get a better understanding of the course.

You can click the link below to e Notice Announcement has course link. s or you could click on the Syllabus button.

Course Link [/Syllabus](#)

Add Course Link

Additional Note: Course Links can be created in content areas by using the Build option.

