Announcements

On the Course Home page you can post course-related announcements for your students using the Announcements widget.

To create an announcement

1. Inside your course, select Course Home.
2. In the Announcements widget, select the drop-down arrow next to Announcements.
4. Under Headline enter the title of the announcement.
5. Under Content enter the announcement message.
6. Under Availability select the start date and, if desired, end date for the announcement.
7. Select Publish. Note: If you selected a future start date Schedule will replace Publish on the button.
8. You will be returned to Announcements where you will see your announcements with either Published or Scheduled listed under Status.