


How do I Change a Menu Item in My Course?

1. While in your Blackboard Course, click  Control Panel .

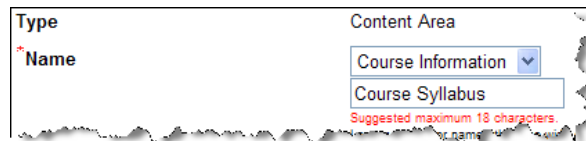
2. Click on the Manage Course Menu Link.



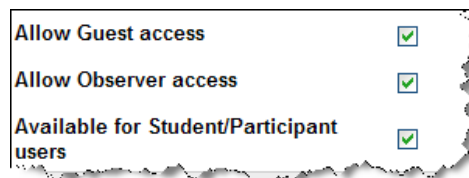
3. Click on the modify button to the right of Course Information.



4. You can either select a new name from the drop down, or type in a new name. In this instance, "Course Syllabus" was typed in as the new name.



5. Now click the checkboxes that correspond with the level of access you want to provide to this menu item. You can allow guests, observers (unused so it doesn't matter what you select) or Student/Participant users. Checking the boxes allows those groups to access this menu item, and un-checking the boxes revokes access rights.



6. Click  .

7. Click  .