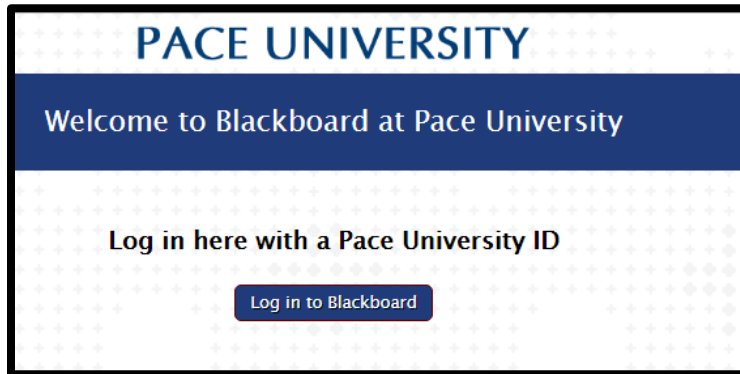


## TUTORIAL

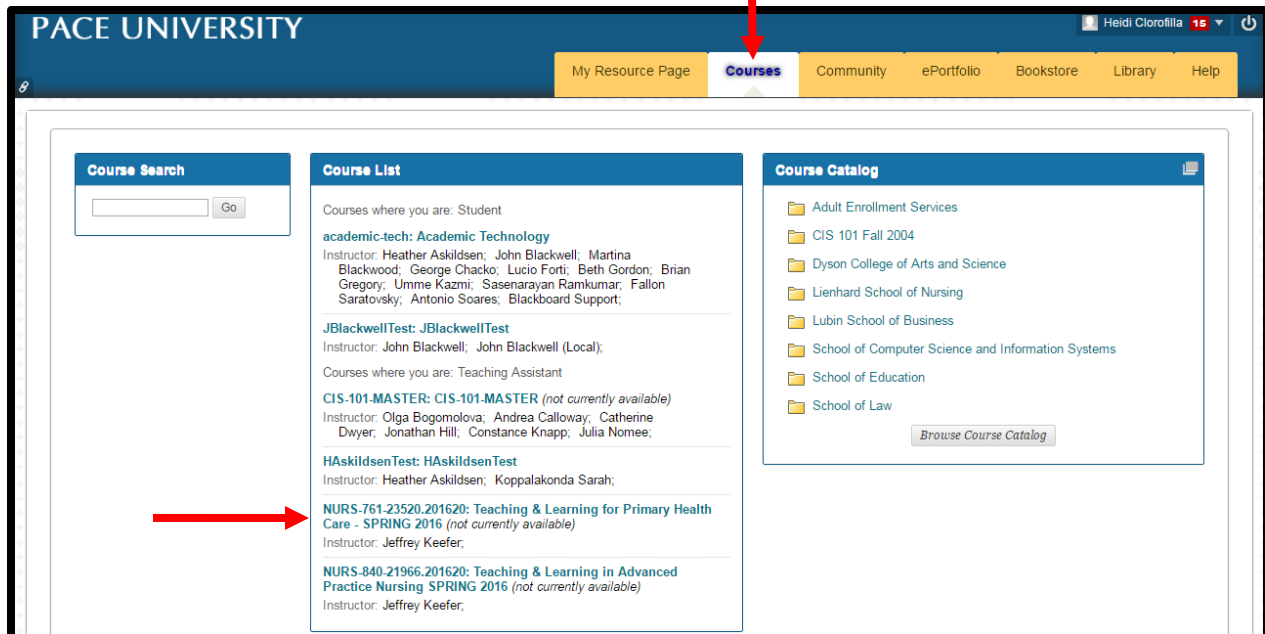
# MAKING YOUR COURSE AVAILABLE

How to make your Blackboard course available to students.

1. Login to blackboard.pace.edu

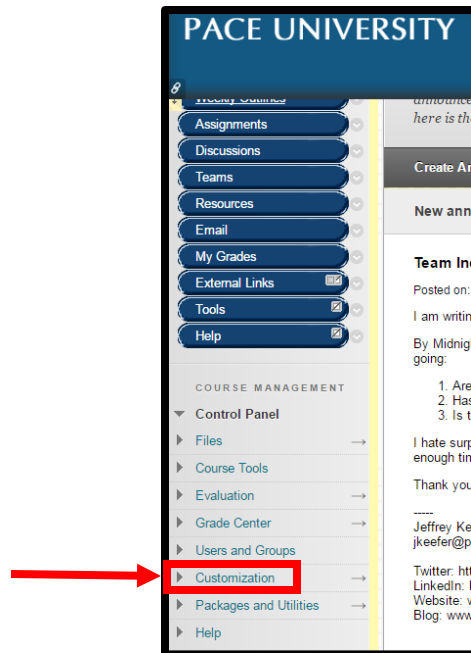


2. Go into the course you want to make available

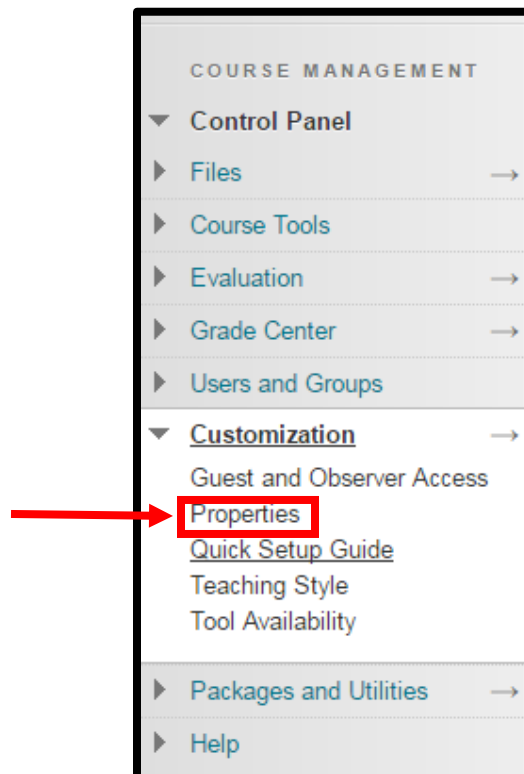


## TUTORIAL

3. On the Control Panel on the lower left side of the screen, select Customization.



4. Under Customization, select Properties



## TUTORIAL

5. On the Properties page, scroll down until you see Set Availability

\* Indicates a required field. Cancel Submit

**NAME AND DESCRIPTION**

\* Course Name   
 Course ID NURS-840-21966.201620  
 Description  
 Teaching and Learning in Advanced Practice Nursing  
 Character count: 50  
 Term Spring 2016

**CLASSIFICATION**

Subject Area Education  
 Discipline Higher Education

**SET AVAILABILITY**

Make this course available to users?

Make Course Available  Yes  
 No  
 Use Term Availability  
 (Spring 2016 is Available)

6. Under Set Availability, select Yes.

**SET AVAILABILITY**

Make this course available to users?

Make Course Available  Yes  
 No  
 Use Term Availability  
 (Spring 2016 is Available)

7. Scroll down to the bottom of the page.

8. Hit Submit.

Cancel