

Announcements

Slide 1

A list of new and previously posted announcements can be accessed by clicking on the Announcements button on the Course Tools menu.

Slide 2

Announcements will be listed with a post date and time with the most recent announcement at the bottom of the listing.

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A new announcement can also initially appear as a pop-up window, or in other words, a window that “pops up on your screen” when you first log into the Blackboard course. Once read, the pop-up announcement will become a listing on the Announcements page.

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Announcements can be printed if desired. Simply *right* click on the page and choose “print” off of the options menu.

Slide 5

Return to the Home Page by clicking on the Content Page button on the Course Tool menu.