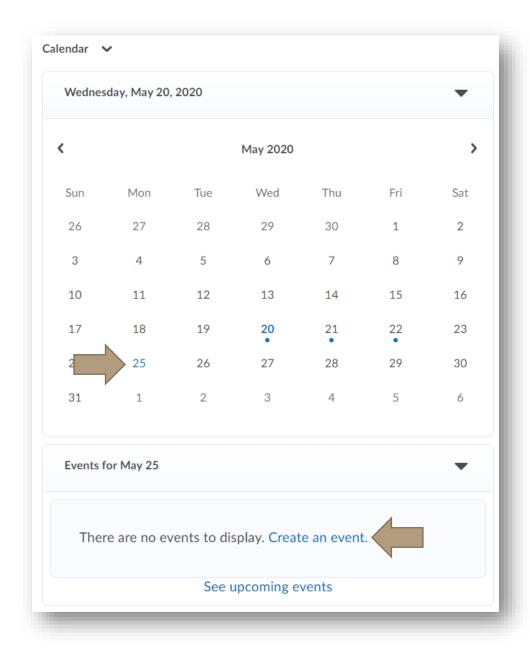
HOW DO I UPDATE MY COURSE CALENDAR FOR STUDENTS?

Video Tutorial: How do I update my course calendar for students?

The course calendar allows students to track due dates. And while the calendar automatically updates as you add availability and due dates to items, you can also manually add items to the calendar.

To add an item to the calendar, first choose the date. Then select "Create an Event."

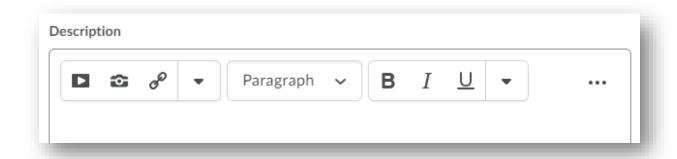


HOW DO I UPDATE MY COURSE CALENDAR FOR STUDENTS?

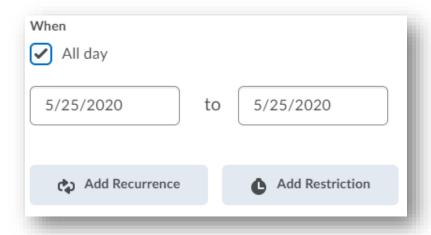
Give your event a title or add specific content from your course.



Add a description for the item.



Determine timing, recurrences, and any restrictions you wish to include for the item.



HOW DO I UPDATE MY COURSE CALENDAR FOR STUDENTS?

You can also include a specific location, i.e. a Blackboard Collaborate Ultra link or face-to-face address.

Location		

When are satisfied with your calendar item, choose "Create." It will now appear on the class calendar for student view.

