MANAGING COURSE AVAILABILITY

A course must be made available before students enrolled in the course will be able to view or access the course and its content. However, you may wish to make a course unavailable during the building process, or after a scheduled course has finished.

HOW TO MAKE A COURSE AVAILABLE

1. On the Control Panel, expand the Customization section and select Properties.
2. In the Set Availability section, click Yes to make the course available to users.
3. Optionally, in the Set Course Duration section, choose one of the following options:
   • Continuous (default) to leave the course available without a specified start or end date
   • Select Dates to choose a start and/or end date
   • Days from the Date of Enrollment to specify a specific length of time users have to access the course after enrolling. This is the best option for self-paced courses.
4. Click Submit.

HOW TO MAKE A COURSE UNAVAILABLE

1. On the Control Panel, expand the Customization section and select Properties.
2. In the Set Availability section, click No to make the course unavailable to users.
3. Click Submit.

If your course is unavailable, access is determined by course role. Blackboard administrators, instructors, course builders, teaching assistants, and graders can see and access unavailable courses from My Courses and the course list, but they are marked as unavailable. Students cannot access unavailable courses regardless of the course duration. Unavailable courses do not appear in the course catalog.