Viewing Announcements

Overview

Users and Course Group members can view important messages from Instructors in the My Announcements module. Announcements are organized and displayed by:

- SYSTEM
- COURSE
- VIEW ALL

1. To view announcements for a course, select the Announcements link in the navigation menu

   Home Page
   Announcements
   Learning Units
   Contacts
   Discussions

2. Select One of the following:

   SYSTEM – displays announcements from the System Administrator
   COURSE – displays announcements from the instructor of the course
   VIEW ALL – displays all announcements from the System Administrator and the course instructor

Note: If the Announcements link does not exist in the navigation menu you may also access the Announcements area through the Tools link.