

How to Add an Announcement:

The screenshot displays the Blackboard interface for a course titled "11 Spring - Thesis-Section01". The page is titled "Announcements". On the left, a navigation menu includes "Home Page", "Information", "Content", "Discussions", "Groups", "Tools", and "Help". Below this is a "COURSE MANAGEMENT" section with a "Control Panel" menu. The "Control Panel" is expanded to show "Files" and "Course Tools". Under "Course Tools", "Announcements" is highlighted. The main content area features a "Create Announcement" button, a line indicating where new announcements appear, and a message stating "No Announcements found.".

1. In your course click on **Control Panel**

2. Click on **Course Tools** and then **Announcements**

3. In announcements click on **Create Announcements**

4. Fill in your announcement details and click **Submit** at the top or bottom right of the page.