

Adding a Course Banner

Instructors can enhance the appearance of a course by adding a **Course Banner (or graphic)** to the top of the Announcements area of a course. Course banners usually include the course name and number or a graphic suitable for the course material. The banner (or graphic) will appear each time a student accesses the Announcements area.



Creating the Banner

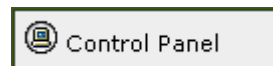
Create a free course banner by visiting one of the following suggested websites:

1. www.cooltext.com
2. www.3dtextmaker.com/image_editor.html
3. www.animationonline.com/freebanners.html
4. www.flamingtext.com/start.html

Follow the directions on the respective website to create the banner. (The banner size should be around 468 X 60 pixels for a standard banner.) After the banner has been created, **right-click** on the banner and select “**Save Picture As**”. Save the picture as either a **.jpg** or **.gif** file onto your computer or a separate storage device.

Adding the Banner to a Blackboard Course

1. Open a course that you are teaching.
2. Enter the **Control Panel**.



3. Under **Course Options**, select **Course Design**.

Course Options	
Manage Course Menu	Course Copy
Course Design	Import Course Cartridge
Manage Tools	Import Package
Settings	Export Course
Recycle Course	Archive Course

4. Under **Course Design**, select **Course Banner**.

Course Design

- ▶ [Course Menu Design](#)
Set Menu style and properties for the course.
- ▶ [Manage Menu Display Options](#)
Select course menu display options and defaults.
- ▶ [Manage Tool Panel](#)
Manage the tool panel displayed on the course menu.
- ▶ [Course Banner](#)
Add or remove a banner image on the Announcements page in the course.

5. Under **Section 1**, select the banner by clicking **Browse**.

Course Banner

1 Select Banner

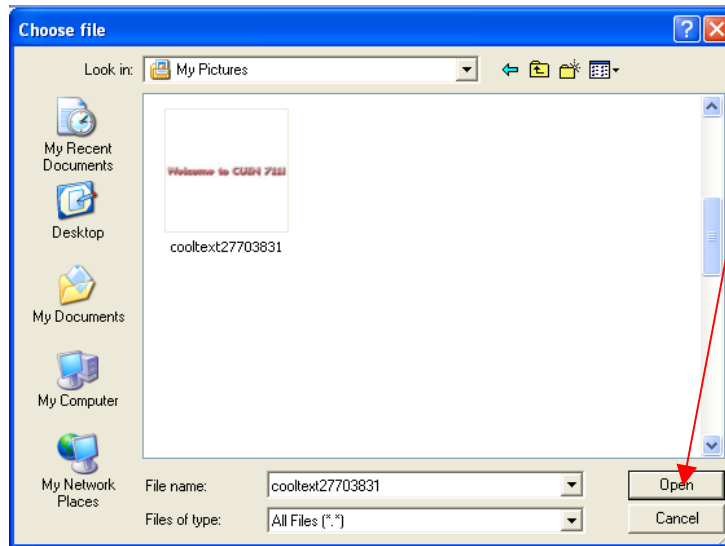
The banner appears at the top of the Announcements page.

Current banner image:

New banner image:

Remove this banner.

- Once **Browse** has been selected, the **Choose File** window will appear. Select the banner (or graphic) file (by clicking once) and then click **Open**.



- The file name will appear in the **New banner image:** space to the left of **Browse**.

Course Banner

Select Banner

The banner appears at the top of the Announcements page.

Current banner image:



New banner image:

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Remove this banner.

- Click **Submit**. Click **OK** on the receipt page.