



How to Adjust Blackboard Course Start and End Dates

A default **START DATE** and **END DATE** is automatically set for every Blackboard course site when it is first generated. Instructors can modify these dates, if they wish, to allow their students earlier or later access to any Blackboard course site.

Default START DATE

- The default **START DATE** of a Blackboard course matches the course start date listed in eServices.
- The Blackboard course site is hidden from student view prior to the **START DATE** set for the site.
- The Blackboard course automatically becomes available to students at 12:01am on its **START DATE**.

Default END DATE

- The default **END DATE** of a Blackboard course will be set to 45 days after the end date listed in eServices for the course.
- The Blackboard course site is automatically hidden from student view after its **END DATE**, but instructors will still have access to it.

How to adjust your Blackboard course's START DATE or END DATE

Instructors are able to adjust their Blackboard course's **START** and **END DATES** to control the timing of when their students are able to access the course.

1. In your course's **Control Panel**, click on **Customization**.
2. Click on **Properties**.
3. On the course's Properties screen, scroll down to the **Set Course Duration** section.
4. Click on the **Start Date** or **End Date** Calendar icon to select a different date.
5. Click **Submit** to save changes.



SET COURSE DURATION

Duration

Continuous
 Select Dates

Start Date 01/16/2018

Enter dates as mm/dd/yyyy

End Date 06/21/2018

Enter dates as mm/dd/yyyy

Days from the Date of Enrollment 0

Use Term Duration
(2186 Spring 2018 duration is Continuous)

Adjusting a Blackboard course's availability

Instructors can also control student access to a Blackboard site with the course's availability setting.

1. In your Blackboard course's **Control Panel**, click **Packages and Utilities**; then click on **Properties**.
2. Scroll down to the **Set Availability** section.

SET AVAILABILITY

Make this course available to users?

Make Course Available

Yes
 No
 Use Term Availability
(2186 Spring 2018 is Available)

3. If you set the **Make Course Available** setting to **No**, students will not be able to see or access your site.
4. Click **Submit** to save changes.

An Availability setting of "No" overrides your course's Start Date and End Date settings

If a course's Availability is set to **No**, the course will remain unavailable to students until the instructor returns to the course Properties screen and changes the setting back to **Yes**.

If a course's availability is set to **Yes**, the course's Start and End Date settings will control when students are able to access the site.

A course's availability is set to **"Use Term Availability"** by default. For our purposes, there is no difference between this setting and the **Yes** setting.