Checking availability of content in my course?

When instructors create folders, items, links to files, assignments, tests, etc. in Blackboard, they have the option to set the availability of those items. If the item is available to the student, then the student should be able to view that item.

Since these items have two ways to set the availability, it is easy to miss one of those which would make the item unavailable to the student. The following directions will show you how to check and modify an item’s availability.

1. Log in to Blackboard.

2. Click the course name or id you want to work in.

3. Click the area the item is located in on the **Course Menu** to display the content of that area in the right pane.
In this course we are looking at the Course Content. Notice that all icons are in color and some of them have no other indicators, just a description of what’s in the item. If you notice module 4, immediately below the title you see Enabled: Adaptive Release. This particular module has had an adaptive release setup. The item may be available or may not, that depends on the settings in the adaptive release.

In the image below we can see that two tests are in the course. One test is available to the students and one is not. Test 1 has an icon that is shades of gray and immediately below the title we see the words Availability: Item is not available. We are also given that the test will be available after Sep 19, 2011 12:05 AM. So even though the test is currently not available to the students, it will be or should be available after September 19.
5. If an item is not available to students and it should be, you need to edit the item and check the availability settings for that item. To edit an item, click the double down arrows on the right side of the item’s name and select Edit. For tests, choose Edit Test Options.
6. When editing an item to check for availability, you are looking for things like those shown in the images below.