Announcements

The Announcements tool is used by teaching staff to communicate important, time-sensitive information. You could use the announcements tool to inform your students about the following:

- Changes, corrections and clarifications related to material
- Assignment due dates or exam schedules
- Reminders or tips for success.

The Announcements page is the first page that students see when they access your Learning Site, so the information that you post there will be seen by your students prior to them attempting to access any other unit material. The myUnits page also has a default My Announcements list (located next to My Learning Sites) so your students will have access to announcements for their units as soon as they log on to MySCU.

As the teaching session begins, you can post an initial announcement welcoming students to your unit. In your message, you can also provide directions to help students know what to do first. You can include text, images, mashups, multimedia, attachments, and links to course content in your announcements. You can control when the announcement is available to students under Web Announcement Options (select Not Date Restricted for immediate posting).
The **Subject** becomes the title of the announcement on the **Announcements** page. New announcements appear directly below the repositionable bar reading *New announcements appear below this line* in order of date (newest to oldest). Reorder by dragging announcements to new positions. Move priority announcements above the repositionable bar to pin them to the top of the list and prevent new announcements from superseding them.
The order in which the Announcements display on the page is the same order as presented to students. Students do not see the bar and cannot reorder announcements (remember to check what your students will see by using the Student View function).

Further information

[Announcements](https://help.blackboard.com) from Blackboard Help.

How to Create Announcements in Your Course – Blackboard video on YouTube: [Watch Video](https://www.youtube.com/watch?v=...)