


# Blackboard "How To's"

## Class Style (Theme, Buttons, Banner)

The Style settings control how the class appears to users. Settings include identifying the first page users see when they open the class, the course theme, the appearance of the menu buttons, and the class banner.

### To Customize Style Properties:

Log into Blackboard and go to your class or school Blackboard course. Make sure **Edit Mode** is turned on. Edit mode is on if you see a green dot.

Edit Mode is:  ON

Scroll down to **Course Management** and click on **Customization**.

#### Course Management

##### Control Panel

- ▶ Content Collection
- ▶ Course Tools
- ▶ Evaluation
- ▶ Grade Center
- ▶ Users and Groups
- ▶ Customization
- ▶ Packages and Utilities
- ▶ Help

Select **Teaching Style**.

##### Customization

- Enrollment Options
- Guest and Observer Access
- Properties
- Quick Setup Guide
- Teaching Style
- Tool Availability

Scroll to **Select Course Entry Point**. The Course Entry Point is the first area displayed to users when they enter a class. *Note: It is suggested that you leave the entry point on announcements.*

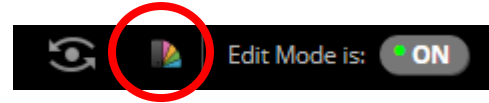
SELECT COURSE ENTRY POINT

Select the first area users see when entering the course from the drop-down list below.

Entry Point

Announcements

Scroll to **Select Course Theme**. Click on a Course theme to select it. Course Themes can also be set by using the color wheel next to the **Edit Mode** button at the top of the screen.



Scroll to **Select Menu Style** and decide if you want Text or Buttons.

**If you select Text:**

- Select the color for the background and text color.

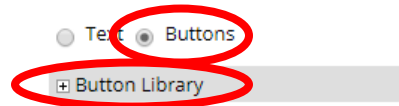
**If you select Buttons:**

- Click the **+** next to the **Button Library** to open a listing of button designs.
- **Button Type:** Select Pattern, Solid, or Striped from the drop-down menu.
- **Button Shape:** Select a shape for the buttons.

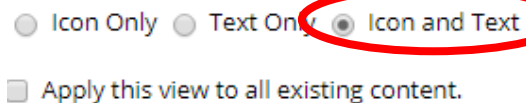
**If you select Text**



**If you select Button**



Scroll to **Default Content View**. **Icon and Text** displays both a picture and the Name and Description of the item. This is the default option.



Scroll to **Select Banner**. Click the **Browse** button to locate the banner you have created. *Note: Images in the Content Collection cannot be used for banners.*



Click **Submit**.

