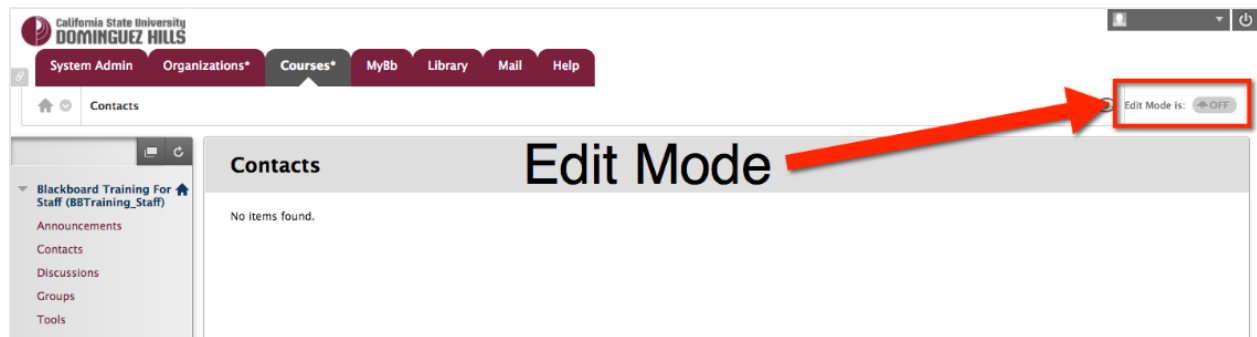




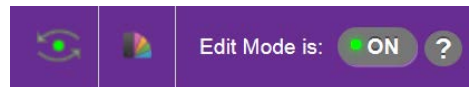
EDIT MODE IN BLACKBOARD

Edit mode must be **TURNED ON** in order to view all the instructor functions, such as Build Content or the appearance of menus. When Edit mode is Turned **OFF** only what is visible to the students will display.

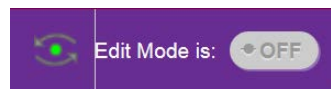
EDIT MODE CAN BE FOUND ON THE UPPER-RIGHT SECTION OF YOUR COURSE.



1. If Edit Mode is **ON**:
2. Click **ON** to turn off Edit Mode.



3. If Edit Mode is **OFF**
4. Click **OFF** to turn Edit Mode on.



PLEASE NOTE: WHEN EDIT MODE IS OFF, ALL INSTRUCTOR FUNCTIONS ARE HIDDEN.

The Edit Mode function appears to users with a role of instructor, teaching assistant, course builder, and administrator.