

# Customize Access to Content

To customize access to content for a single student or group of students:


1. Go to the **Content** page in your course. Click the **visibility menu dropdown** directly under the name of the item you want to customize. Select **Release Conditions** or **Edit Release Conditions**.

The screenshot shows the Blackboard Content page with a navigation bar at the top containing 'Content', 'Calendar', 'Announcements', 'Discussions (5)', 'Gradebook (1)', and 'M'. Below the navigation bar, there are two content items. The first item, 'Week 1', has a thumbnail image of a cat looking at a computer monitor and is currently set to 'Visible to students'. The second item, 'Week 2', has a thumbnail image of a cat in space and is currently set to 'Hidden from students'. A yellow highlight is placed over the 'Hidden from students' dropdown menu for 'Week 2', which is open to show three options: 'Visible to students', 'Hidden from students', and 'Release conditions'. The 'Release conditions' option is highlighted in yellow.

2. You can name the condition (click on the default text “Rule 1” and change it to describe its purpose, such as “Early Access for Miles”).

*Note: Students will see a description of the rule, but will not be able to see the name of the rule.*

Then select **Specific members or groups**.

**Rule 1** 

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**Select members**  
Choose which course members and groups will have access to this content


All members

Specific members or groups

Date/Time

Performance

3. Use the dropdown menus to select an individual student or student group.


**Early access for Miles** 


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**Select members**  
Choose which course members and groups will have access to this content


All members

Specific members or groups

 **Individual members**



 **Groups**



4. Then choose the appropriate release conditions:

Individual members  Groups

Date/Time

Performance

5. Once you've set up the desired release conditions, click **Save**

Date/Time

Access from

6. To add another rule, click **Add new rule** on the upper left.

### When will content appear?

Choose if you want the content to appear **before** course members meet the release conditions

- Show All course members can see this item in the content list, but they can't open it until all release conditions are met
- Hide

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As always, if you have any questions or need additional assistance, please contact the Academic Instructional Technology Center at 719-587-7371 or [asaitc@adams.edu](mailto:asaitc@adams.edu).