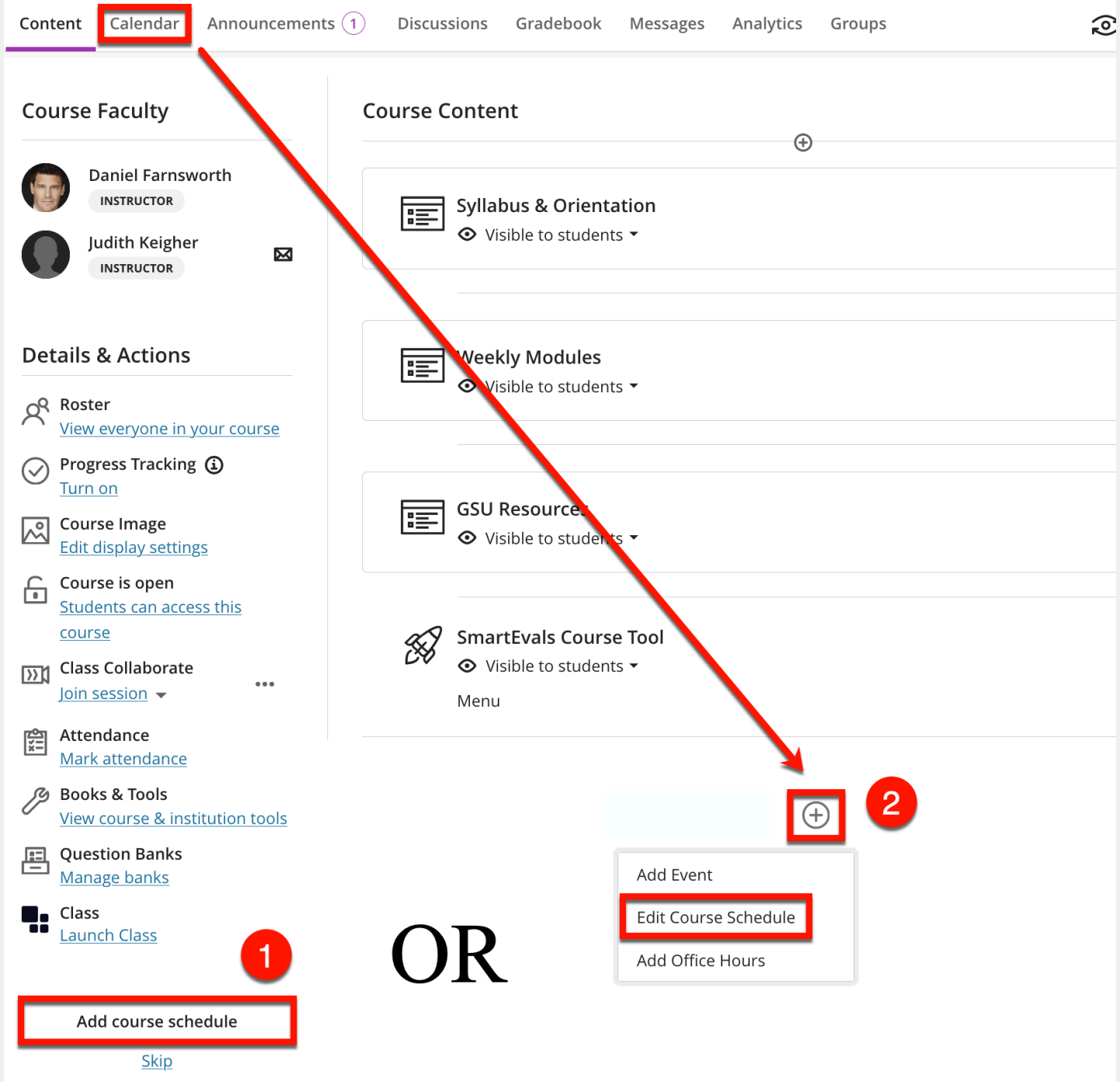# Create or Edit Course Schedule

You can add a course schedule by selecting **Add course schedule** under **Details & Actions** on the course's Content page or by going to the course's Calendar page, selecting the **New Event** button, and then **Edit Schedule** from the dropdown menu. The course schedule now appears beneath Details & Actions on the Content pages of everyone enrolled in the course.

Nickname is a required field. The nickname is the name of the event on people's calendar pages. Location is an optional field.

Blackboard Questions?
Email: blackboard@govst.edu Phone: (708) 534-4115

You must remove all events on the course schedule to remove the course schedule from your course's Details & Actions on the Content page.

Ultra-TEST-NAC: Ultra Course_NAC

Schedule

Add the times this course or organization meets

* Nickname

Ultra-TEST-NAC: Ultra Course_NAC

What is the first day of this repeating event:
Start

5/22/24   📅   4:00 PM   🕐

End

5:00 PM   🕐

☐ All Day

Repeat Weekly ▾   Every Week ▾

S   M   T   **W**   T   F   S

End After Occurrences ▾   4

Location
The location can be a place, a URL, or both.

CUBE Suite B

Cancel   Save

After you've added a schedule, select the pencil button beside Course Schedule on the course's Content page or Edit course schedule from the Calendar page if you want to edit any item on the schedule.

Course Faculty

Daniel Farnsworth
INSTRUCTOR

Judith Keigher
INSTRUCTOR ✉

Details & Actions

Roster
View everyone in your course

Progress Tracking ⓘ
Turn on

Course Image
Edit display settings

Course is open
Students can access this course

Class Collaborate •••
Join session ▾

Attendance
Mark attendance

Books & Tools
View course & institution tools

Question Banks
Manage banks

Class
Launch Class

Course Schedule ✎

🕐 Wednesday
4:00 PM - 5:00 PM
📍 Location
CUBE Suite B

Course Content   🔍 •••

⊕

🗒 **Syllabus & Orientation**
👁 Visible to students ▾   ••• ⌄

🗒 **Weekly Modules**
👁 Visible to students ▾   ••• ⌄

🗒 **GSU Resources**
👁 Visible to students ▾   ••• ⌄

🚀 **SmartEvals Course Tool**
👁 Visible to students ▾   •••
Menu

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