

Making Your Course Site Available

Blackboard sites are automatically created for all UMS courses. By default, courses are created as **Unavailable**.

Your course site will not be “populated” with your students until you make it **Available**. The process that adds student to your site runs every day, and once you make the site Available your students should appear in your site within 24 hours.

To make your site **Available**:

Control Panel / Customization / Properties / Set Availability / Yes / Submit

To confirm that your students have been added to site, you can check in either of two places:

- **Grade Center (Control Panel / Grade Center / Full Grade Center)**
- **Roster (Tools in the main course menu / Roster)**