Faculty Instructions for Adding the Tutoring Information Module to a Blackboard Course

- If your course is set up using a module layout, follow the instructions below.
- If you use a Content Page as the home page for your Blackboard course, please see the instructions starting on page 2.

Add the Tutoring Information Module to a Bb Course with a Module Layout

- Log in to Blackboard and select the course in which you would like to add the Tutoring Information module.
- On the course home page, click “Add Course Module”:

On the Add Module page, click the “Student Services” link on the category menu:
Click the “Add” button under the “Tutoring Information” module:

Go back to your course home page to view the Tutoring Information module:

Add the Tutoring Information Module to a Bb Course Using a Content Page as the Home Page

From your course home page, click the + button on your content menu and select “Create Module Page.”
Type a name for the Module Page (e.g. Tutoring Information) and click “Submit”:

Click on the Module link in your Content Menu:

Click “Add Course Module”:
On the Add Module page, click the “Student Services” link on the category menu:

Click the “Add” button under the “Tutoring Information” module:

Go back to your course home page to view the Tutoring Information module. Click the double arrow to the right of the Module you created and click “Show Link”:
The Module will now be visible to students enrolled in your course.