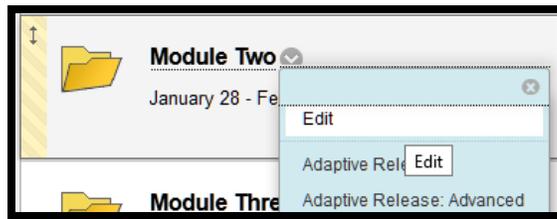


In most courses, modules are set to open up on the date they are scheduled to run, and be invisible prior to that date. Additionally, some instructors desire for certain content in their course, like discussion boards or quizzes, to be available only before or after a certain date. This guide details how to set up Date and Time Restrictions on content in Blackboard.

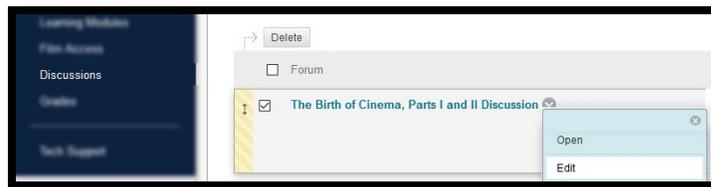
Note: When a course is copied to a new term or year, any date and time restrictions set need to be updated, otherwise content will not appear or disappear by the correct date which can cause issues for students. Additionally "Permit Users to View This Content" must be set to "Yes."

Setting Date and Time Restrictions

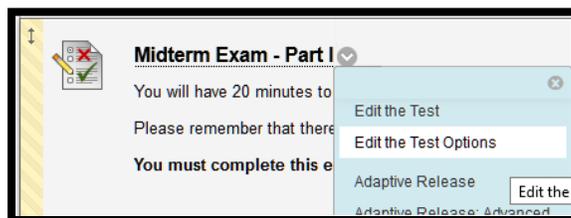
1. First, find the particular piece of content in Blackboard that you want to appear or disappear by a certain date and time.
 - a. For Modules, click on the dropdown arrow next to the folder of the module, and click Edit.



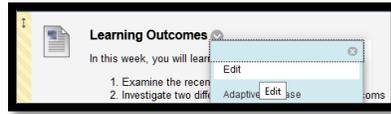
- b. For Discussion Boards, go to the Discussion Boards in the sidebar of your course. If you cannot find it with the rest of your sidebar links, you can access it under Course Tools > Discussion Board. If you enter this way, enter the particular Group or Course Discussion Board, then click the dropdown arrow next to the Forum you wish to alter, and click Edit.



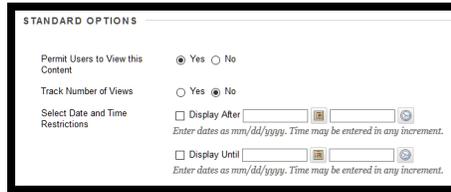
- c. For Assessments, go to their location in the course, click the dropdown menu next to them, and click Edit the Test Options.



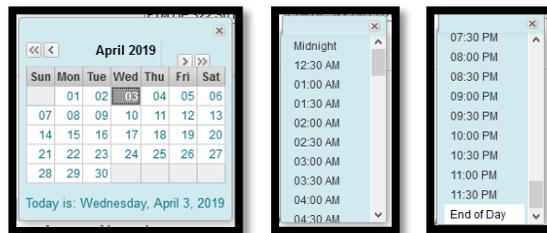
- d. For Items (such as text, viewings, readings, etc.), click on the dropdown next to the Item and click Edit.



2. On the next page that appears, scroll down and look for Select Date and Time Restrictions. Depending on the content, this may be located under "Standard Options".



3. To make content invisible until a certain date, check the box next to "Display After", and then click the Calendar icon to select a date, and the Clock icon to select a time. To make content disappear after a certain date, check the box next to Display Until, then click the Calendar icon to select a date, and the Clock icon to select a time.



- a. Note that "Midnight" and "End of Day" are two separate times; Midnight is 12:00AM in the morning of the day chosen, while End of Day at the very bottom is 11:59PM of the night chosen. For due dates, select "Display Until" "End of Day", and for Module openings, select "Display After" "Midnight".
4. When done, Click Submit. When not in Edit mode, the content will be invisible on the dates chosen, while in Edit mode, it will state the content is not available until/before a certain date.

