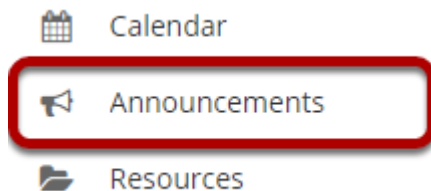


How do I change Announcements tool permissions?

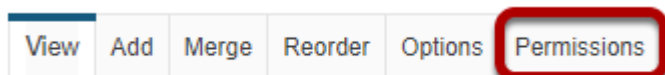
By default, students may only read announcements that have been posted by instructors and other instructor-type roles. But permissions can be changed so that students may create, edit, delete, and even access draft versions of the announcements not yet published.

Go to the Announcements tool.



Select the **Announcements** tool from the Tool Menu of your site.

Click Permissions.



Modify the permissions for the roles listed.

Permissions

Set permissions for Site

Undo changes

Permission	Instructor	Teaching Assistant	Student
Read announcements	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Create announcements	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Delete all announcements	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Delete own announcements	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Edit all announcements	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Edit own announcements	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Access all group announcements	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Read all draft announcements	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Save

Cancel

1. Check the box next to each permission you would like to allow for a given role. (Deselecting a box will remove the corresponding permission.)
2. Click **Save** to save your changes.

In the illustration above, students have been given access to create an announcement and to edit or delete an announcement that they created themselves. With these permissions, they cannot edit or delete the announcements created by others. (Yellow highlighting has been added for emphasis.)

Note: You may see different roles listed depending on the roles that exist in your site. A role must be present in the site in order for you to modify its permissions. For instance, in a project site, you will see role for Access (i.e., students/participants) and Maintain (i.e., site owners/instructors).