How do I view announcements?

Announcements are displayed in several locations. You can view them from Home, from an individual course or project site, or from the Announcements tool.

Viewing Announcements in Home

When you are logged in to Home, you will see your **Recent Announcements** displayed there. Your Recent Announcements in this location will show all announcements from all sites in which you are enrolled.

Click on the announcement subject.

Announcements
(viewing announcements from the last 10 days)

View [All ▼]

Viewing 1 - 3 of 3 items

[show 20 items... ▼]

Subject
Professor Out of Office
Finals Week Info
Welcome!

View announcement details.

Professor Out of Office

Saved By

Demo Instructor

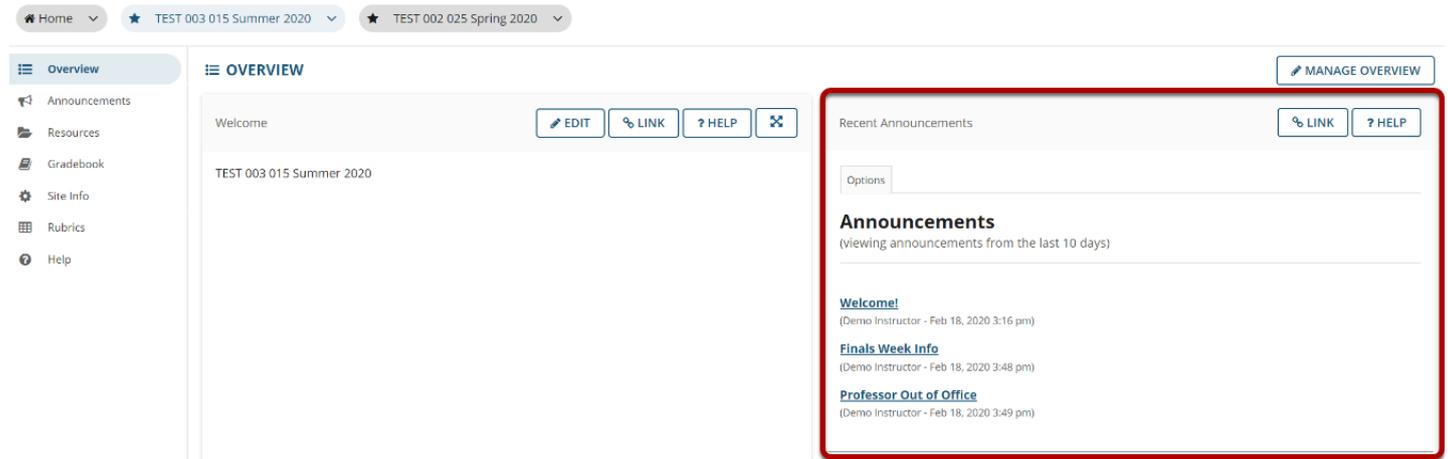**Modified Date**

Feb 18, 2020 3:49 pm

Groups

site

Message

The Nursing professor is out of the office until Monday.

[RETURN TO LIST]

Viewing Announcements within a Course or Project Site

When you enter a given course or project site, your **Recent Announcements** for that site only will display on the site Overview page.

Click on the announcement subject.

View announcement details.

Viewing Announcements via the Announcements Tool

You may also view your announcements by selecting the **Announcements** tool in the Tool Menu from Home, or from within an individual course or project site.

Note: Remember that Home will display announcements from all courses.

Click on the announcement subject.

Announcements
(viewing announcements from the last 365 days)

Viewing 1 - 3 of 3 items

View [All ▼] |< | < | show 10 items... ▼ | > | >|

Subject	Saved By	Modified Date	Site	For	Beginning Date	Ending Date	Remove?
Welcome! ✎ Edit	Demo Instructor	Feb 18, 2020 3:16 pm	TEST 003 015 Summer 2020	M/W Class, T/TR Class			☐
Finals Week Info ✎ Edit	Demo Instructor	Feb 18, 2020 3:48 pm	TEST 003 015 Summer 2020	site			☐
Professor Out of Office	Demo Instructor	Feb 18, 2020 3:49 pm	TEST 002 025 Spring 2020	site			

[REMOVE] [CLEAR SELECTIONS]

View announcement details.

Welcome!

Saved By	Demo Instructor
Modified Date	Feb 18, 2020 3:16 pm
Groups	M/W Class, T/TR Class

Message

Welcome to this class!

[< PREVIOUS] [RETURN TO LIST] [NEXT >]