Course Menu Cleanup

1. The course menu will have all of the same items that were in your previous. However you will see two new Course Menu items. (**Blackboard Student Help** and **Blackboard Faculty Help Area**)

2. We recommend that you move them down to the Blackboard Support subheader. (**Note**: If you don’t have a Blackboard Support subheader. If you already have the Blackboard Support subheader, then move to step 19.

3. Click on the plus sign and then select **Create Subheader**.

4. Enter in Blackboard Support and then click **Submit**.

5. Place your pointer on the **double arrow** to the left of the Blackboard Student Help link and then drag the item so it’s below the Blackboard Support subheader.

6. Repeat step 19 and move Blackboard Faculty Help Area link down below the Blackboard Support subheader.
7. If you have the extra blue line, you may want to remove it by clicking it’s chevron and then selecting **Delete**.