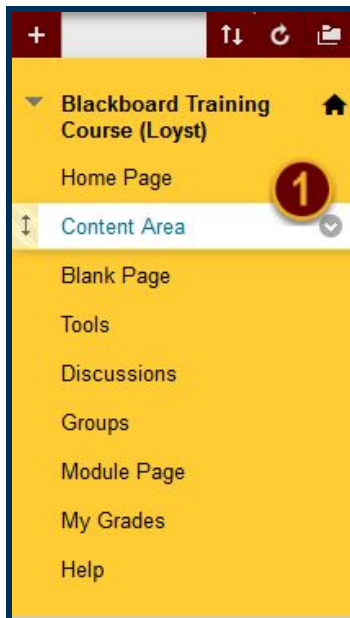# Customize the Course Menu

Overview

This tutorial will explain how to customize the **Course Menu**. As you build your course(s), you will notice that Blackboard uses a pre-set structure for the Course Menu populated with quick links to important course areas. This organizational tool helps your students navigate the course, saving time, but the link organization might not always be optimal. You can modify these links once they are added to the menu, further improving the course(s)' navigability.
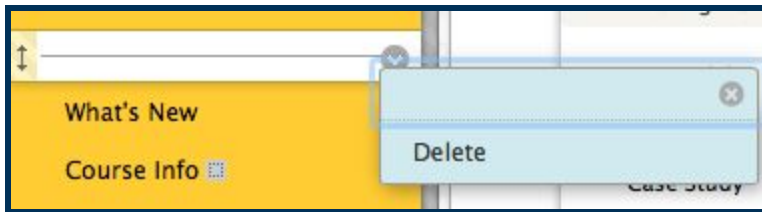
Procedure

When you hover over a link on the Course Menu, an Item Options arrow [1] will become visible.

Clicking on the Item Options arrow will open the Item Options menu [2]. This menu will display a list of changes that can be made to the menu item. You can rename the link, hide it from student view for a short time, or delete it altogether.

If the course structure includes a horizontal dividing line, you can also delete that if you choose.

Note that as you hover over each item in the Course Menu, there is a double-tipped arrow that appears before the link's title. This arrow allows you to move the link higher or lower in the menu order. Just click and hold the arrow to drag the item to the location you want it to appear.