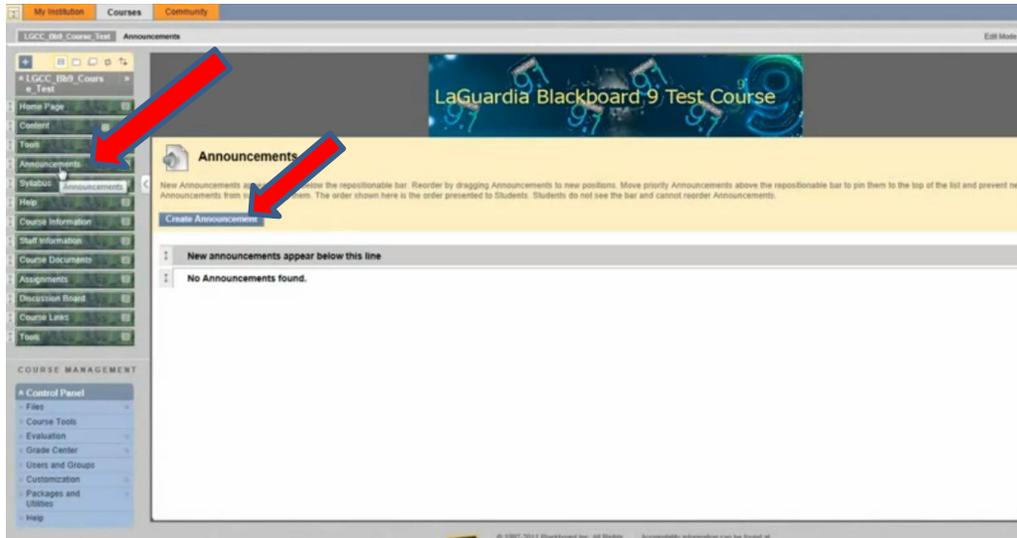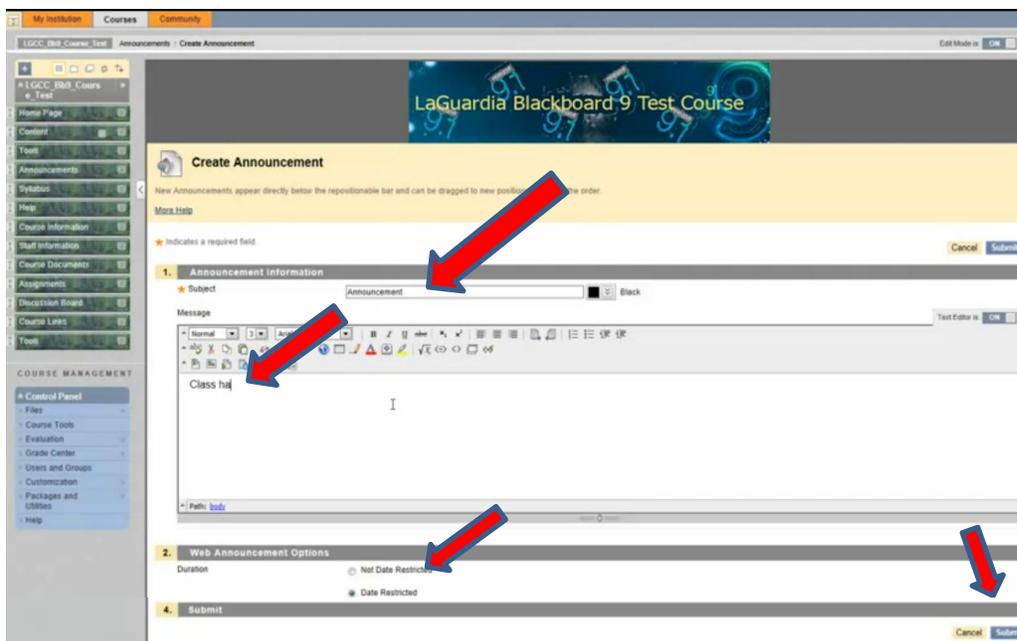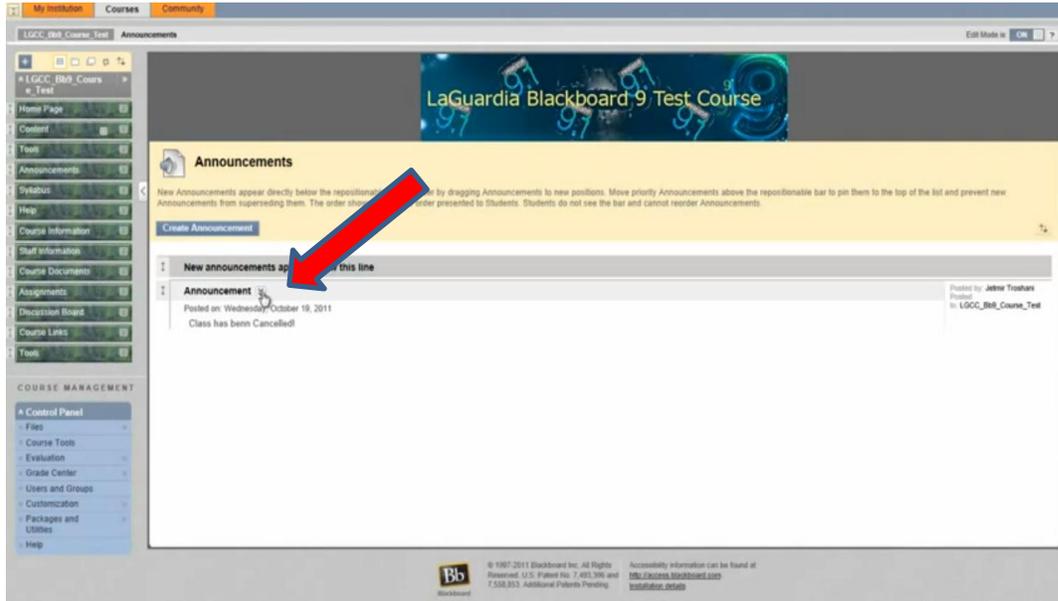# Create an Announcement on BB 9.1

1. Once you have accessed your course. Select **Announcements** then **Create Announcements**.
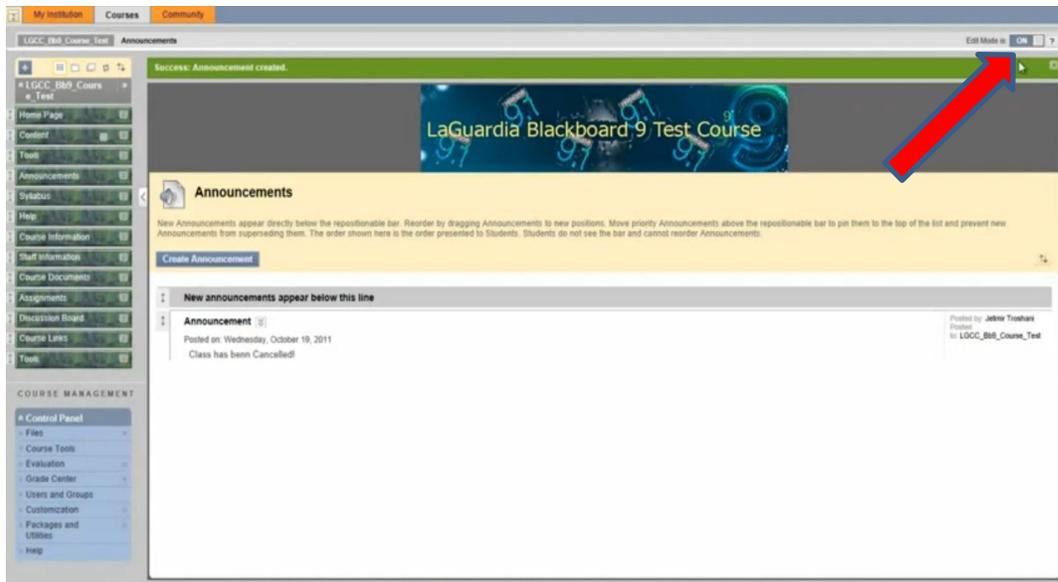

2. Select **Create Announcements**, fill out announcement information then hit **Submit.**

3. To delete click the **Arrow Tab** located next Announcement.

4. **(Optional)** to see what your students will see be sure to turn off "edit mode"

To view the Video Tutorial for this handout access the link below.

http://youtube.com/LAGCCISMD