Course Tool Availability

1. To turn off the availability of the tools you won’t use, scroll to the “Course Management” area located on the left side bar.

2. Choose “Customization”.

3. Select “Tool Availability”.

4. To make a tool unavailable, deselect the check mark next to the tool.
   a. Be sure not to turn off “announcements” as this tool must always be available to students.

5. Once completed, choose the “Submit” icon.