Managing Your Course Content

**Content Settings**

1. Navigate to [https://blackboard.towson.edu](https://blackboard.towson.edu).
2. Log in with your TU NetID and Password.
3. Enter the desired course.
4. In your course menu to the left, enter the content area you would like to manage.
5. If you wish to change your content page settings you may do so at any time. Click the drop down arrow next to the page title and select Edit.

![Figure 1](Content settings)

**Reordering Content Items Option #1**

6. Hover over the content item you wish to move. On the left side, an up and down arrow will appear. Simply click, hold, and drag the arrow to move the content item to its new location.

**Reordering Content Items Option #2**

7. You may also reorder content items by selecting the arrows in the top right corner.

![Figure 2](Course menu)

8. Click the content item you wish to move.
9. Use the up and down arrows to move it to the correct position.
10. Click Submit.