

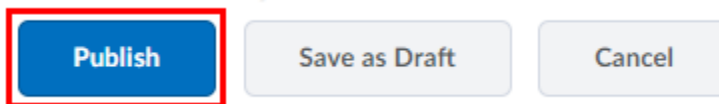
## Post a News Item

The News widget on a course home page is provided so faculty can publish course announcements. It is recommended that all courses have the following items at the beginning of the semester: (1) A news item with the course title and name of the instructor, (2) a course description, and (3) an explanation about how to get started. If you are teaching a course from a Master Copy, these items will most likely already be in the course that you copy.

In addition, you will want to post class announcements throughout the semester as the need arises.

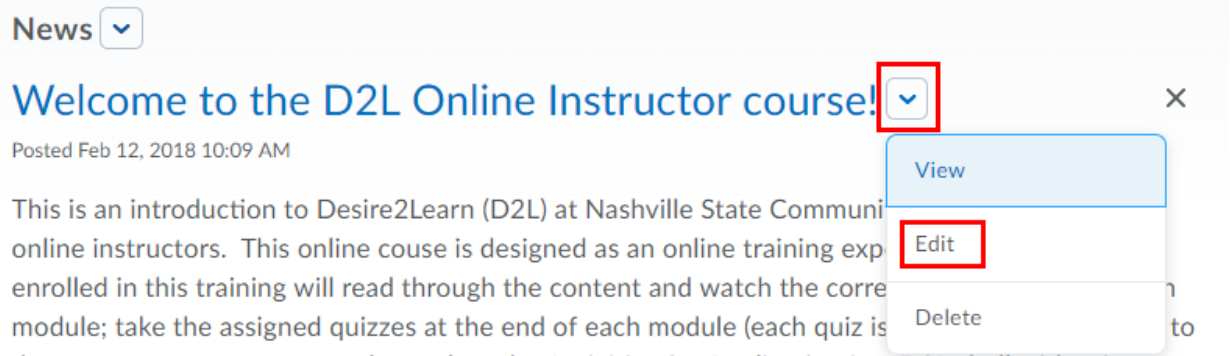
To publish a News item

1. Enter the course by clicking on the title of the course.
2. Locate the News widget.
3. Click the “Create a news item” link. This will direct you to the “New Item” page.
4. Type the headline.
5. Add content.
6. Set start and end dates as desired.
7. Attach a file or record audio (1 min. or less) if desired.
8. Click on Publish to release the news item or Save as Draft to publish it later:



To edit a News item

1. Click the action arrow for the specific news item you wish to edit, click on Edit.



2. Make editing changes as desired.
3. Determine whether this is a major edit, which means you want to send another copy to students who have RSS feeds or Notifications set so they will be notified when the updated item is displayed:

Major edit - send a notification and restore it for those who dismissed it

4. Click on Update.

To dismiss a News item

- Click the "X" to the right of the News item. This does not delete the item, it only removes it from the display:

News ▾

**Welcome to the D2L Online Instructor course!** ▾ X

Posted Feb 12, 2018 10:09 AM

This is an introduction to Desire2Learn (D2L) at Nashville State Community College (NSCC) for

To restore a News Item

- Click the action arrow next to the News item’s title on the News page, select “Restore”:

<input type="checkbox"/>	Title	Start Date	End Date	Status
<input type="checkbox"/>	<a href="#">Welcome to the D2L Online Instructor course!</a> ▾ (dismissed)	Feb 12, 2018 10:09 AM	-	Published

This is an introduction to Desire2Learn (D2L) at Nashville State Community College (NSCC) for online instructors. This online course is designed as an online training experience. Participants enrolled in this training will watch the corresponding videos of each module; take the assigned quizzes at the end of each module (each quiz is set for three attempts); and complete the Activities for Application in a D2L shell, either in a course shell or while teaching your own online course throughout the semester. This course is broken down into three modules: Module 1: Introduction to D2L; Module 2: Getting started with D2L; Module 3: Managing your course, the skills you will need during the semester before the semester begins (which include navigating NS Online and personalizing your course), the skills you will need during the semester before the semester begins (which include tracking student progress, grading assignments, managing the gradebook, and managing the gradebook).

Edit

View

Restore

Delete