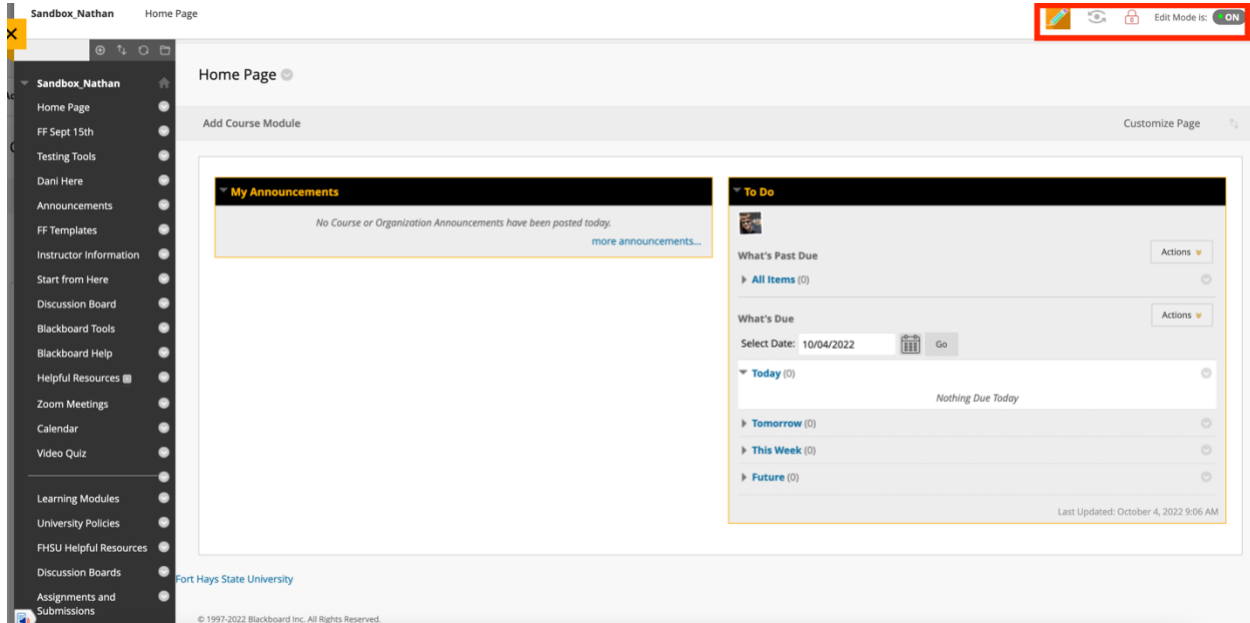


Converting Your Course

First, you will need to ensure your course is marked as unavailable. You can do so by clicking the padlock in the top-right of the screen (it will be red once your course is unavailable).



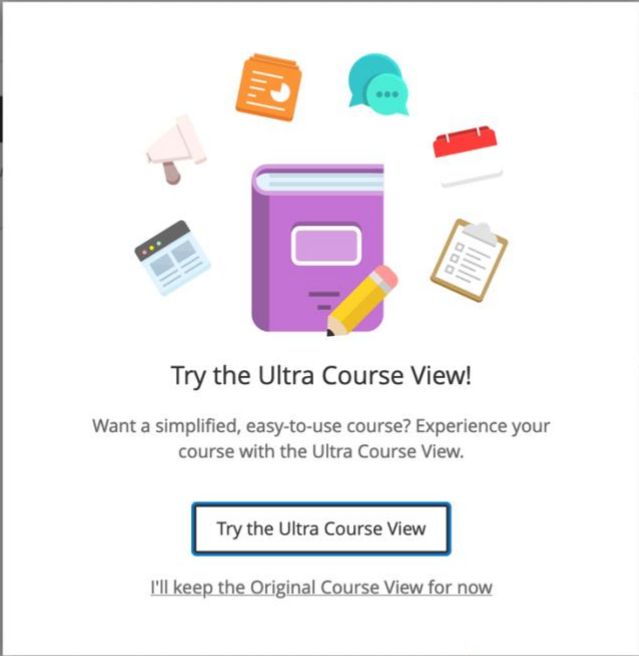
The screenshot shows a Blackboard course page for 'Sandbox_Nathan'. In the top right corner, there is a toolbar with three icons: a pencil (Preview Mode), a refresh icon, and a red padlock (Unavailable Mode). To the right of these icons is a toggle switch labeled 'Edit Mode is: ON'. The main content area shows a 'Home Page' with sections for 'My Announcements' and 'To Do'.

When the padlock is red, the pencil icon should appear next to it.



Click on the pencil to turn on preview mode.

After you click the pencil, you will see the following pop-up window.



ments

No Course or Organization An

2022

Go

Nothing Due Today

Try the Ultra Course View!

Want a simplified, easy-to-use course? Experience your course with the Ultra Course View.

[Try the Ultra Course View](#)

[I'll keep the Original Course View for now](#)

Choose Try the Ultra Course View, your course will close, and begin conversion. The process could take a few minutes depending on the amount of content in your course.

Once it's finished converting to Ultra, you will need to "finalize" the conversion. You can do so by selecting Use the Ultra Course, as seen in the image below.

Course Content

FF Sept 15th
Visible to students

Testing Tools
Visible to students

Dani Here
Visible to students

FF Templates
Visible to students

Start from Here

... convert your course and save any changes you've made during the Ultra Course Preview. If you switch back to Original Course View, changes

[Back to Original course](#)

Use the Ultra course

Once you select “Use the Ultra Course”, your course is in Ultra.

You are now ready to work with your content and update your course.