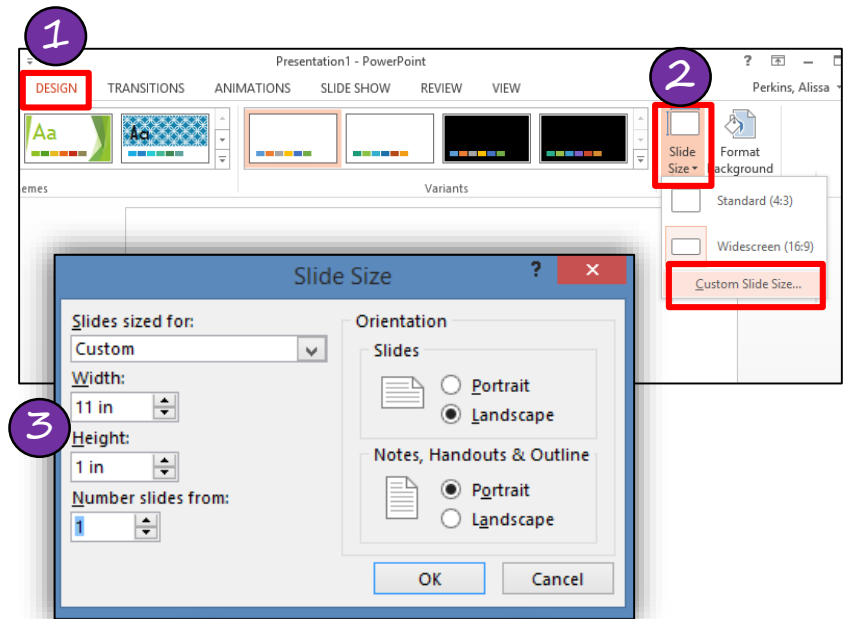
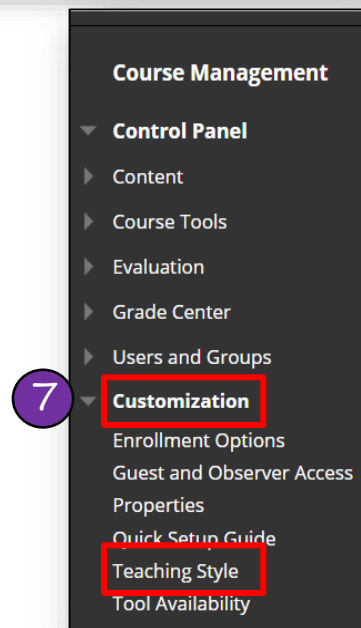


CREATING AND ADDING A BANNER

1. In PowerPoint, choose the **Design** tab
2. Then click **Slide Size > Custom Slide Size**
3. Update the slide size settings with the following information:
 - Width: 11.5
 - Height: 1.5
4. Create your banner
5. Save the PowerPoint as a JPEG image



6. Login to Blackboard and access your course
7. Under the *Course Management* menu, choose **Customization > Teaching Style**
8. Under *Select Banner*, browse your computer and upload the banner image
9. Click **Submit** to save your banner



8

SELECT BANNER

The banner appears at the top of the course's entry point page. We recommend using a banner approximately 480 by 80 pixels because users resize browser windows and use monitors of varying sizes and resolutions. If your banner exceeds the width of the page, it will be cropped.

Current Banner Image

New Banner Image Attach File

Banner Alt Text