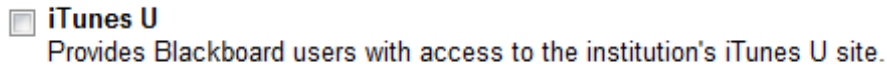
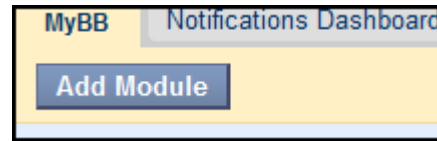


GVSU on iTunes U

For Faculty & Students

To begin using GVSU on iTunes U with Blackboard, you must add a Module to your MyBB page. Faculty and students must do this only once.

1. Go to your MyBB Page.
2. Click 'Add Module'.
3. Go down the list and place a check in the **iTunes U** box.

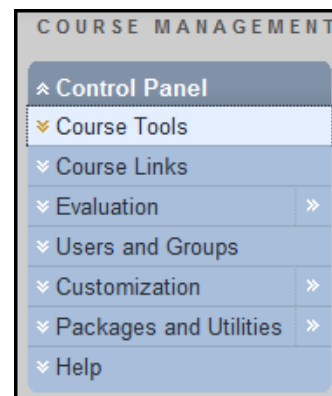
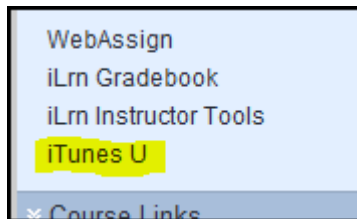


4. Click 'Submit' at the bottom of the page.
5. You will see a confirmation message: "The page has been successfully customized." Click OK.

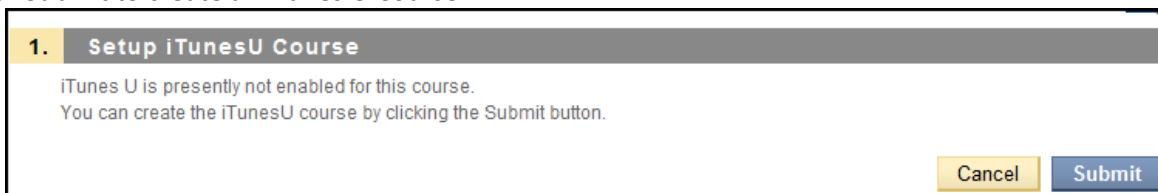
For Faculty

Creating a GVSU on iTunes U Course:

1. Go to the course you want to create an iTunes U course under the 'Courses' tab.
2. Go the Control Panel menu.
3. Under 'Course Tools' tab find and click on the iTunes U link.



4. Click Submit to create an iTunes U Course.

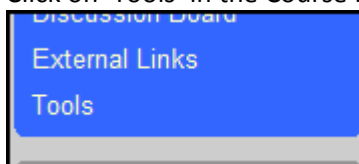


5. Your course will be created and you will see a confirmation message. **Your iTunes U course is now created.**

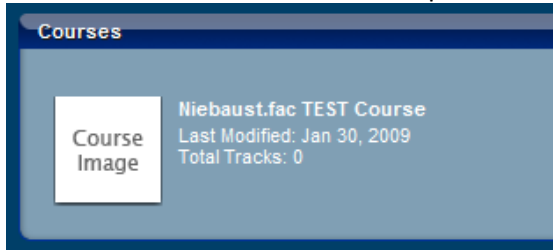
Accessing Your GVSU on iTunes U Course:

NOTE: Course MUST be available in order for Students or Faculty to see it in iTunes.

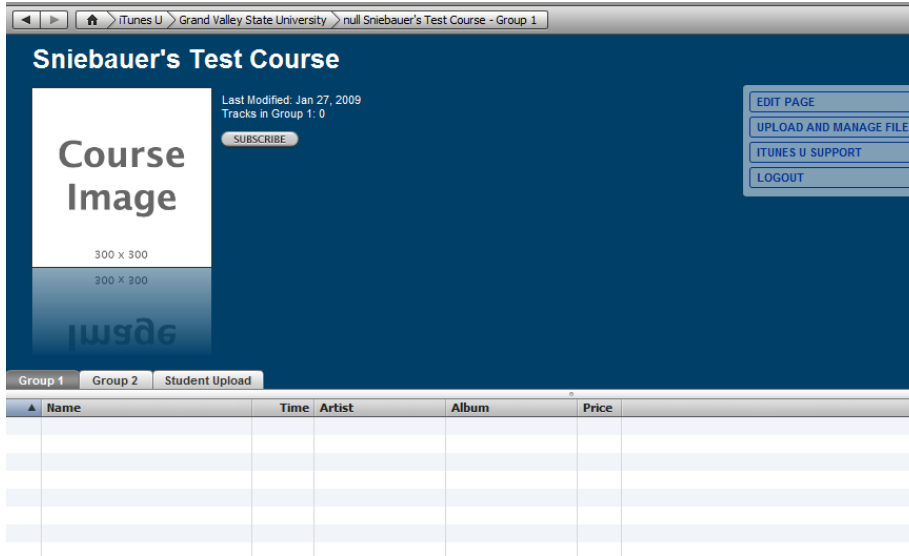
1. Go to the course you want to access the iTunes U course for.
2. Click on 'Tools' in the Course Menu on the left.



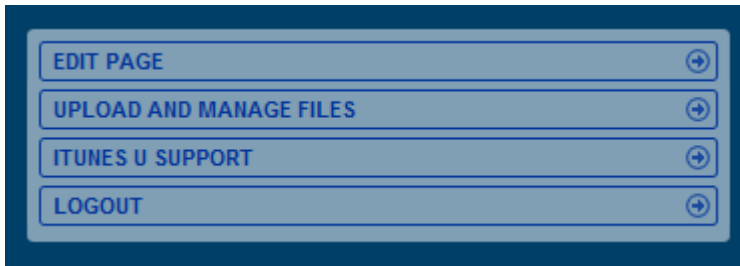
3. Click the iTunes U link. iTunes will open and a list of courses will be shown. Click on your course.



4. iTunes will then open your GVSU on iTunes U course page.



5. Your GVSU on iTunes U course control panel is on the upper right. To edit the look of your GVSU on iTunes U course click "Edit Page." To upload course audio files, click "Upload and Manage Files."



You have now set up your GVSU on iTunes U course and may now upload files.