

## Edit Your Homepage

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### Overview

Every enrolled User has a Homepage where they can post information about themselves. The Edit Your Homepage screen allows users to edit their homepages. The homepage is blank until the user edits the page.

To view a Homepage for a user in the Course go to the Roster, located in the Communication Center. When an individual is selected from the Roster their Homepage appears.

### Find this page

Follow the steps below to open the Edit Your Homepage page.

1. Open a Course.
2. Click **Tools** on the Course Menu.
3. Click **Edit Your Homepage**.

### Fields

The table below details the fields on this page.

Field	Description
<b>Homepage Information</b>	
<b>Intro Message</b>	Enter the introductory message that users see when viewing the homepage.
<b>Personal Information</b>	Enter any personal information that appears when the homepage is accessed.
<b>Upload a Picture</b>	
<b>Current Image</b>	The current image is displayed.
<b>New Image</b>	Click <b>Browse</b> to upload a new image.
<b>Remove this Image</b>	Select the checkbox to remove the existing image or any new image.
<b>Favorite Web Sites</b>	
<b>Site 1 Title</b>	Enter the site title.
<b>Site 1 URL</b>	Enter the site URL. When adding a URL, do so as <a href="http://www.blackboard.com">http://www.blackboard.com</a> , not <a href="http://www.blackboard.com">www.blackboard.com</a> or <a href="http://www.blackboard.com">blackboard.com</a>
<b>Description</b>	Enter the site description.