**About Blackboard’s “Standard Options”**

As you add contents, activities, tools, and assessments to your Blackboard course, you will be prompted by the system to specify certain conditions that relate to those components. Although there can be tremendous variety in the options available for different items, tools, assessments, and activities, there are a handful of “standard options” that you will encounter when deploying almost every type of Blackboard contents. They are referred to as Blackboard “Standard Options,” and they appear as shown in the screen capture below (taken from the creation of a new Content Item):

![Standard Options](image)

Two of these three standard options, “Permit Users to View this Content” and “Select Date and Time Restrictions,” permit you to control when and if students have access to the content. The “Track Number of Views” empowers instructors to readily determine whether one or more specific students have clicked on or accessed the content.

The standard options as fairly self-explanatory; however, there are two points to keep in mind when using the “Select Date and Time Restrictions” option:

1. Don’t forget to check the box located to the left of “Display After” and/or “Display Until,” even though you have used the Calendar and Clock icons to set availability dates and times. If the boxes goes unchecked, no restrictions will be applied, regardless of specified dates/times.
2. Date/Time restrictions not only prevent students from clicking on content to access it, they render the content invisible to students outside of the availability that you specify. When using date/time restrictions, it is advisable to create a short item located about the restricted content that tells students that the content will appear below between the dates and times that you have specified.