# Creating a Blank Page on a Course Menu

Blank Pages allow you to create a page with files, images, text, and other media as a link that presents information immediately and all at once to students in the display frame of the course space. Think of it like creating a word document directly in myCourses.
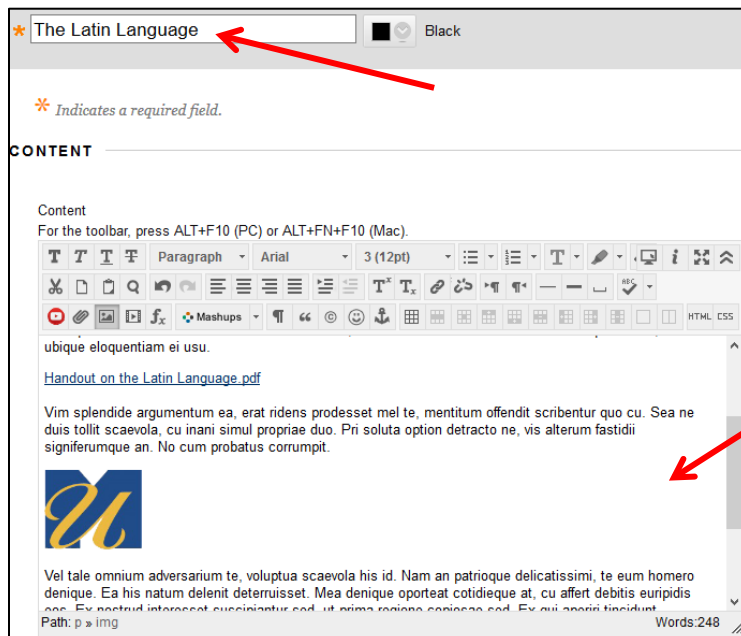
Step 1:
Place your mouse arrow over the **[+]** button in the top-left corner of the course menu and choose "**Blank Page**."
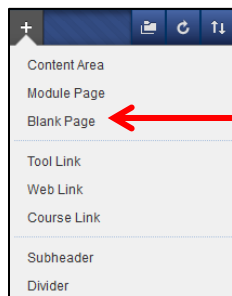
Step 2:
Name the page and type the content you would like on that page in the "Content" box. You can use the content editor functions to format the text and attach files, images, web links, multimedia, and mashups.

Step 3:

Choose if you would like to make this visible to students after is uploaded (by default it will be) OR set an availability date to have the file automatically appear and/or disappear at a certain date/time. Click the "Submit" button to finish creating your Blank Page.

Permit Users to View this Content	⦿ Yes ◯ No
Track Number of Views	◯ Yes ⦿ No
Select Date and Time Restrictions	☑ Display After 05/07/2018 ▦ 11:59 PM 🕐
	☐ Display Until ▦ 🕐

Cancel   **Submit**