Use the steps below to add a *Discussion Board* menu button to a Blackboard course shell.

1. Enter the course to add a tool link menu button.

2. Make sure Edit Mode is ON.

3. Click on the Add Menu Item button.

4. Select the Create Tool Link option.

5. Type in *Discussion Board* in the *Name* text box.

6. Use the *Type* drop-down menu and select *Discussion Board*.

7. Check the *Available to Users* box, to make the tool menu item available to users. *To make the tool menu item unavailable leave the Available to Users unchecked.*

8. Click the Submit button.