**Email subject line suggestions:**

* Check out what’s new with Blackboard Learn
* New version of Blackboard Learn: what it means for you
* New Blackboard Learn features for your courses
* Save time with new updates to Blackboard
* Enhancements to Blackboard that will save you time

*Tip: Try sending the email out using different subject lines and see which one is opened most.*

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Dear [insert name],

We’re going to be upgrading to a new version of Blackboard Learn on [insert date].

This new release will provide exciting new features and enhancements that simplify many tasks, improve the overall look and feel, offer a better mobile experience, and improve accessibility, assessment, and grading.

Here are some of the top highlights of this new version *(note: we suggest highlighting 3-5 things that you feel your educators will be most excited about, see below for a sample list)*:

1. **New, modern look & feel.** Updated colors, fonts, and spacing provide a more modern look and feel throughout the platform.
2. **Improved mobile experience.** Learn has been optimized for mobile devices providing a much improved, more enjoyable mobile experience. [See for yourself here](https://help.blackboard.com/sites/default/files/bb_assets_embed/18000/Responsive_phone_v4.gif).
3. **Drag & drop files.** Now you can drag and drop your files into Blackboard rather than having to upload each one, saving you time.
4. **Assignment submission receipts.** Now you can easily keep track of all student submissions, regardless of whether the attempt or assignment is deleted.
5. **Dropbox integration.** Do you or your students use Dropbox? If so, you can now link to your Dropbox content directly from Learn.

**More information.**

Attached, please find two helpful resources. The first is a flyer that provides an overview of what’s new in the latest version of Blackboard Learn. The second is a feature guide that provides detailed information on all the updates. *(note: you will find these 2 resources in the Communication & Adoption toolkit on help.blackboard.com – you can customize them for your institution)* Additionally, here are a few additional resources we think you may find useful:

* [Blackboard Innovative Teaching Series (BITS):](https://community.blackboard.com/groups/higheredbits) Blackboard hosts BITS webinars to share strategies and best practices for increasing educator efficiency and improving learning outcomes. You can register for live webinars or watch recordings of past events.
* [Blackboard Community Educator Group](http://community.blackboard.com/community/questions/educator): Connect with other educators across the world that are using Blackboard using Blackboard’s Community Site.
* [Learn Feature Showcase:](http://www.blackboard.com/learning-management-system/blackboard-learn-features.aspx) This interactive webpage provides an overview of feature highlights and workflows in Learn and will give you ideas for tools you may not yet be using.
* [Blackboard Help Site](https://help.blackboard.com/Learn): Find detailed documentation on all the features and functionality in Learn on Blackboard’s Help Site.

If you have any questions about the latest updates, please feel free to reach out to me.

Regards,

[Signature]