

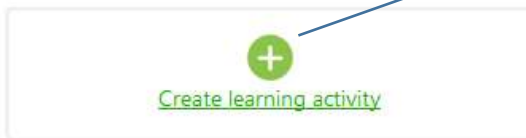
Links to instructions in this document:

- [Add an activity or resource to your course](#)
- [Add or edit information in an activity or resource](#)
- [Edit settings for an activity or resource](#) / [Links to recommended settings](#)
- [Move the activity or resource](#) to a different position in the section (or a different section)
- [Delete an activity or resource](#)

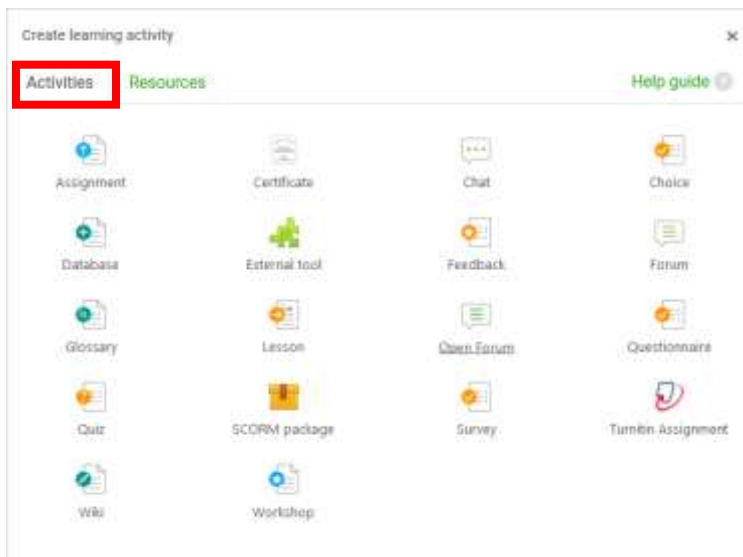
Add an activity or resource to your course

At the bottom of each section of your course are **two methods** to add course content, depending on what type you want to add to the section you are currently in. Whatever type you add will be added to the bottom of the section ready for you to add your own content to it.

Method 1: The most often used method to add course content to a section is to click **Create learning activity** to access the different types of course content. A window appears showing all of the options from which to choose. (see below)

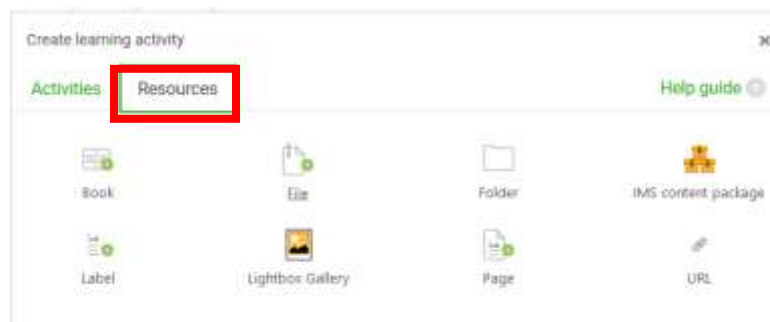


Method 2: If you need to add a file saved on your computer with no explanations needed for the student, you can drag it to this place holder or click to **browse** to find it on your computer.



After clicking **Create learning activity** you see two tabs (Activities and Resources) filled with all the types of course content you can add to your course.

Select the one you want and it is added at the **bottom** of the section ready for you to add information into it.



Add or edit information in an activity or resource

Right after adding an activity or resource, the “Edit settings” window automatically appears for you to add the information you want students to see.

What you type here appears on the main course page. In most cases, it becomes a link for students to go to that activity or resource.

This area contains settings to apply to the activity/resource which are different for each type. Click here to learn which settings are commonly used for each type.

If you **enable** this, then what you type in the Description window also appears on the main course page. (Two exceptions are the File resource and the Page resource)

If you **do not enable** it, then students will see what you type in the Description window when they click on the link to the activity/resource.

Visibility Show on course page

Availability

Submission types

Feedback types

Submission settings

Group submission settings

Notifications

Grade

Display description on course page

Save and return to course Save and display Cancel

After adding information or settings, click here to save and return to your course main page.

ASSIGNMENT

Chapter 2 Assignment 2

→ ✎ ⋮

If you need to edit the information for an activity/resource already on the course page, click the **Edit** icon to bring up the “Edit settings” window.

Edit settings for an activity/resource

Note: Links to recommended settings for often used activities/resources are at the bottom of this page.

ASSIGNMENT

Chapter 2 Assignment 2

If you aren't already in the "Edit settings" window of an activity/resource, click the **Edit** icon to bring it up so you can edit the settings.

→

Most settings are located on the right side of the "Edit settings" window.

If you need more information about settings than what is provided at the links below, click this button.

Updating Assignment in Chapter 2 Activities - due by Sept. 23

Assignment name
Chapter 2 Assignment 2

Description
This is an "online text" type of assignment where you will either type your responses at this link or type them first in a word processing program and then copy/paste to this assignment link.

Assignment instructions:
Go online and look up the following economist: Adam Smith, Jeremy Bentham, David Ricardo, and T. R. Malthus. Choose one of these economists and answer the following questions that describe their contributions to the field of economics. At the end of your answers, paste the URL address(es) where you located the information you used.

1. Describe the personality of your chosen economist.
2. (Explain in such a way that someone not familiar with economics would understand.)

Display description on course page

Due date
23 September 2018 23:55 Enable

Save and return to course Save and display Cancel

Visibility Show on course page

Availability

Submission types

Feedback types

Submission settings

Group submission settings

Notifications

Grade

Common module settings

Help

Expand all

Click the **Expand all** button to open up all choices under each setting category.

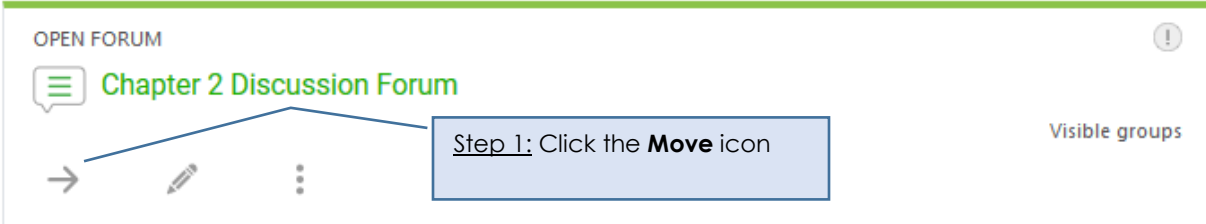
Links to recommended settings for common activities or resources

Label	Assignment – online text type
Page	Assignment – upload file type
Book	Quiz
URL	Discussion Forum
File	Lesson
Folder	Student Feedback

Move an activity or resource

The steps on these two pages show you how to move an activity or resource to a different position in the same section or to a different section. (Use the same steps no matter what type of activity or resource it is.)

Move to a different position in the same section



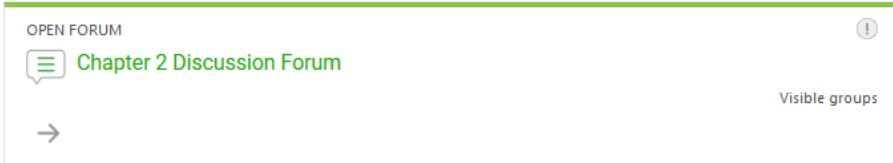
OPEN FORUM

Chapter 2 Discussion Forum

Visible groups

→ [Pencil icon] [More options icon]

Step 1: Click the **Move** icon

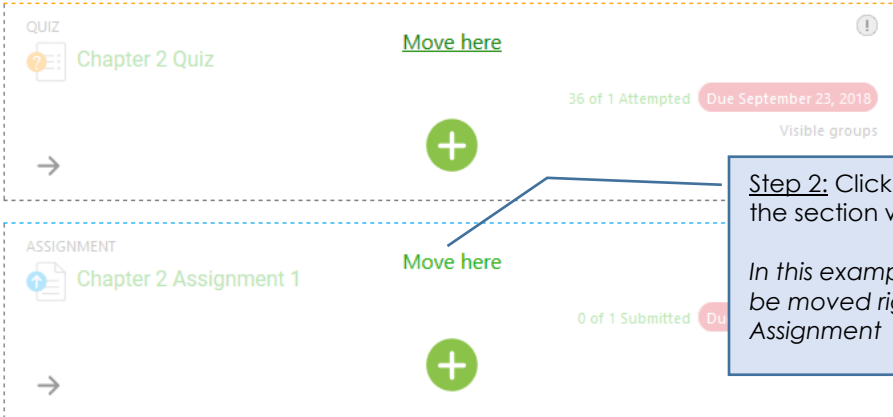


OPEN FORUM

Chapter 2 Discussion Forum

Visible groups

→



QUIZ

Chapter 2 Quiz

36 of 1 Attempted Due September 23, 2018

Visible groups

→

Move here (+)

ASSIGNMENT

Chapter 2 Assignment 1

0 of 1 Submitted Du

→

Move here (+)

Step 2: Click the appropriate position in the section where you want it moved.

In this example the activity/resource will be moved right above the Chapter 2 Assignment 1 resource.

QUIZ


 Chapter 2 Quiz

36 of 1 Attempted **Due September 23, 2018**

Visible groups

→ ✎ ⋮

OPEN FORUM

 Chapter 2 Discussion Forum

→ ✎ ⋮

The activity/resource is moved to the new position in the section.

ASSIGNMENT

 Chapter 2 Assignment 1

0 of 1 Submitted **Due September 23, 2018**

Visible groups

→ ✎ ⋮

Move to a different position in a different section

OPEN FORUM

Chapter 2 Discussion Forum

Visible groups

→

Step 1: Click the **Move** icon

FEEDBACK

Student feedback

Move here

0 of 0 Submitted

+

Step 2: Since you are moving it to a different section, scroll either to the bottom of your screen and select the next section or scroll to the top of your screen and select the desired section from the CONTENTS area.

PREVIOUS SECTION

Class Orientation

NEXT SECTION

Section 2

CONTENTS

Course Introduction

1. Syllabus and Quick Links
Progress: 0 / 2
2. Extra Credit Forums
Progress: 0 / 14
3. Class Orientation - due by Sept. 14
Progress: 2 / 8
4. Chapter 1 Activities - due by Sept. 16
Conditional * Progress: 1 / 10
5. Chapter 2 Activities - due by Sept. 23
Conditional * Progress: 0 / 12
6. Chapter 3 Activities - due by Sept. 30
Conditional * Progress: 0 / 10
7. Chapter 4 Activities - due Oct. 7
Conditional * Progress: 0 / 10
8. Chapter 5 Activities - due Oct. 14
Conditional * Progress: 0 / 8
9. Chapter 6 Activities - due Oct. 21
Conditional * Progress: 0 / 10
10. Chapter 7 Activities - due by Oct. 28
Conditional * Progress: 0 / 9
11. Chapter 8 Activities - due by Nov. 4
Conditional * Progress: 0 / 7

OPEN FORUM

Chapter 2 Discussion Forum

Visible groups

→

QUIZ

Chapter 2 Quiz

Move here

36 of 100

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ASSIGNMENT

Chapter 2 Assignment 1

Move here

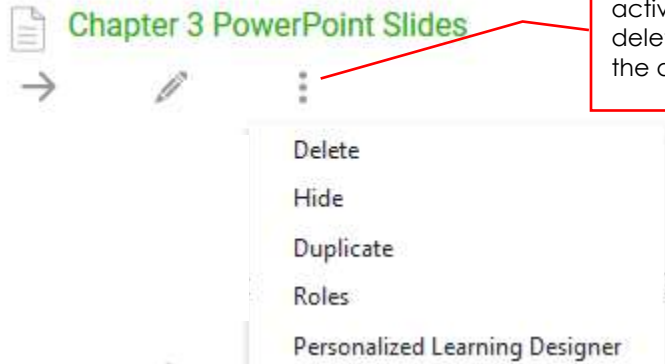
0 of 1 Submitted Due September 23, 2018

Visible groups

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Step 3: Once you are in the selected section, choose the appropriate **Move here** link to position the activity/resource to that position.

Delete activity/resource from a section of your course



Click the **More** button below the activity/resource you want to delete, then select **Delete** from the drop-down box that appears.

- Delete
- Hide
- Duplicate
- Roles
- Personalized Learning Designer