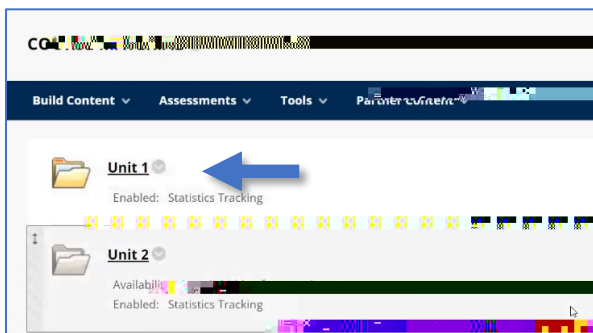


## Course Material

1. Click on **Course Material**.

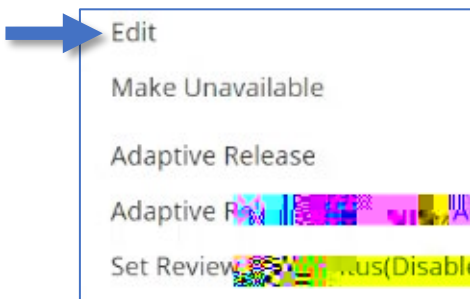


2. Click on the **Unit 1 folder** to customize the **Unit 1** folder to customize the content. **Tip:** Note that you can move items into or out of a unit folder.

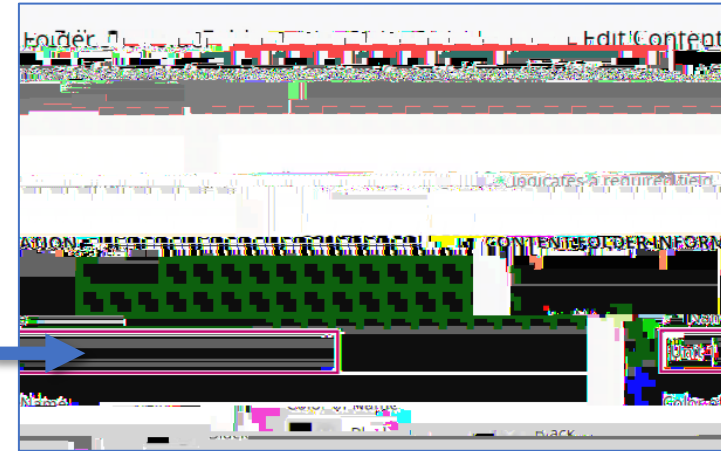


**Tip:** Adding a brief description or introduction to a unit folder can provide students a brief overview or introduction on what to expect for that particular week or unit. This can also be used as a reference when reviewing course material.

3. Click on **Edit**.

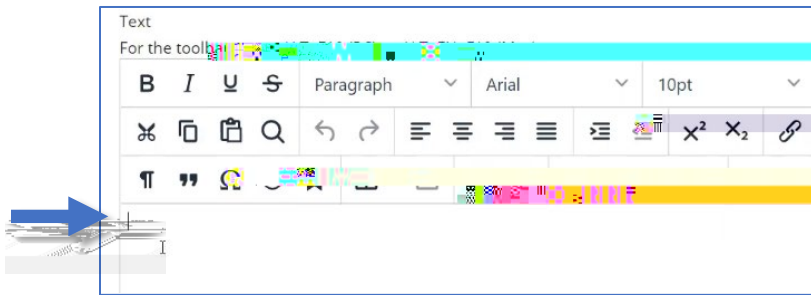


4. You can change the Name

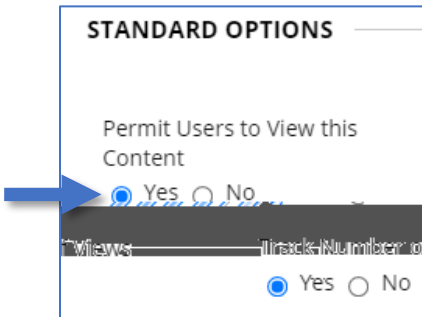


5. Below the Name, there is a text box to enter a brief description of the folder

**Tip:** An introduction for each chapter or other content must be written in this



6. Below the Allow users to view this content, there are Standard Options. By default, Permit users to view this content is set to Yes. If that is set to No, the student will be unable to see the section



7. Set Track Number of Views to Yes - This will allow the student to see how many times they have viewed the content

8. In the **Select Data and Time** pane, click **Display After** and select the date and time range for the data to be displayed.