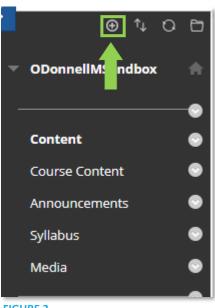


## Add Content Area

A content area is a link on your course menu where you can store your content. This includes files, videos, assignments, and more. You may create as many content areas as you'd like to reflect your teaching style.

- 1. Make sure Edit Mode is ON (Figure 1).
- 2. In the Course Menu on the left side of the screen, click on the plus icon (Figure 2).
- 3. Click on Content Area (Figure 3).





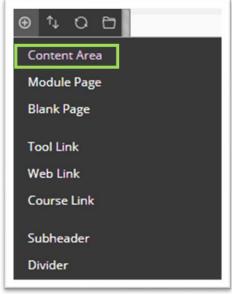


FIGURE 2

FIGURE 3

- 4. Give the content area a **name** (Figure 4). Also, make sure to click the checkbox next to **Available to Users** if you want it to be visible to students. If you want to keep it hidden while you're building the content area, you can wait to make it available until you're finished. <u>Click here</u> to learn how to edit content area visibility.
- 5. Your newly created content area is now on the Course Menu (Figure 5).
- 6. You can now begin adding your course's content to the content area.

