Quick Guide: How to Manage Course Navigation

The Navigation menu on the left side of the screen provides the means by which instructors and students will access content and tools within the course space. The boldface menu links indicate that they are visible to student participants in the course. The gray links provide access to content and tools in the course that have not yet been released to students, but that the instructor, TA or designer may need to access for development purposes.

Manage Course Navigation

1. Go to your course space, and click on the “Settings” link at the bottom of the Navigation menu.
2. Click on the **Navigation** tab located along the gray tabs that appear.

3. The upper frame represents those links that will be visible to students.

   The bottom frame represents those links that will not be visible to students.

   You can drag links up and down within each frame to change their order that will appear on the Navigation menu.

   You can also drag links from one frame to the other to change their visibility status.