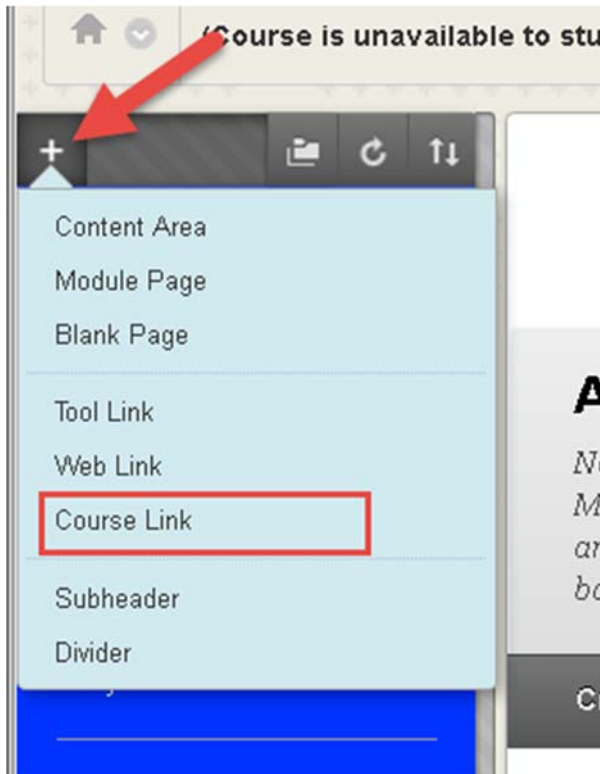
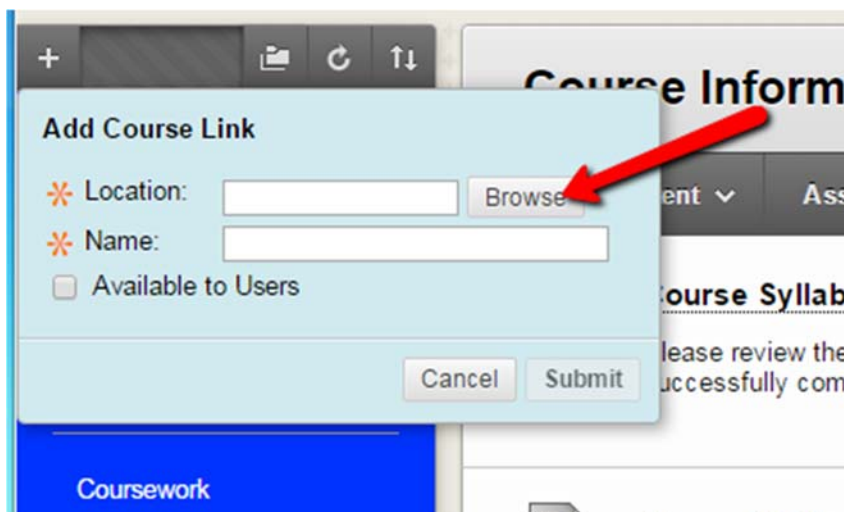


Add "Faculty Information" Course Link to your Main Course Navigation

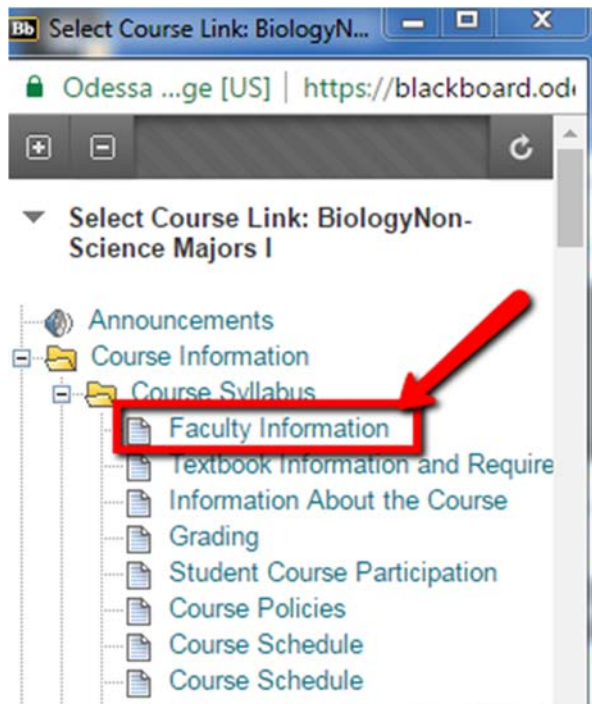
(1) In your course, make sure edit mode is on. In the upper left corner of your course menu, mouse over the "+" icon and select "Course link" from the list.



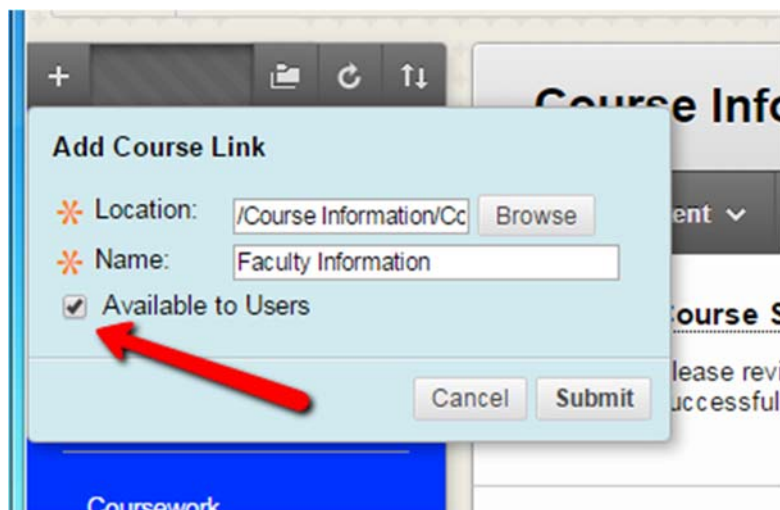
(2) Click the BROWSE button.



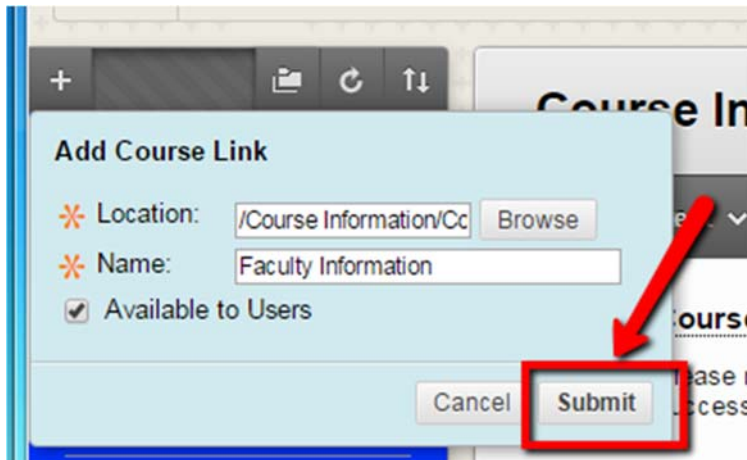
(3) You will see a small window pop up that has your course structure. Locate the Course Syllabus folder and the "Faculty Information" link should be the very first item under that folder. Click on it.



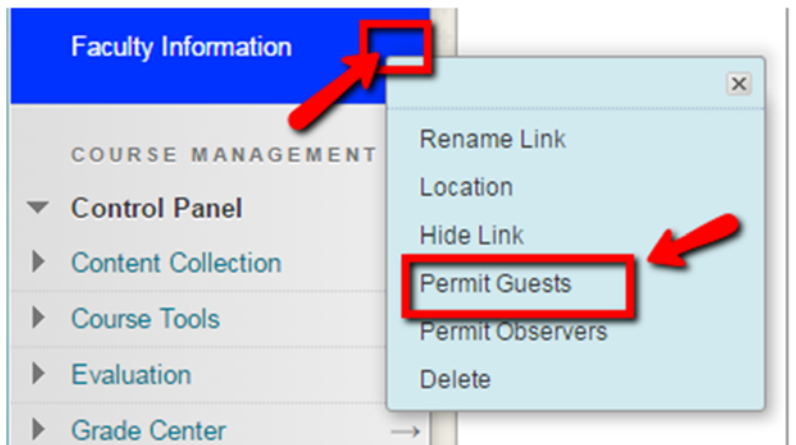
(4) Click on the AVAILABLE TO USERS option



(5) Click SUBMIT



(6) The new Faculty Information link will appear at the bottom of your course menu. Make sure to click on the editing chevron for the link and select PERMIT GUEST (this is for HB2504 requirements).



(7) Move the item up between Announcements and Course Information.

