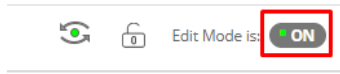


Change Course Name

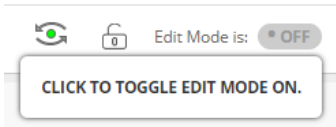
You can change the name of your course so that it makes more sense to the students.
The course ID is assigned by Banner and can not be changed.

Edit Mode is ON

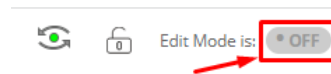


Edit Mode is ON

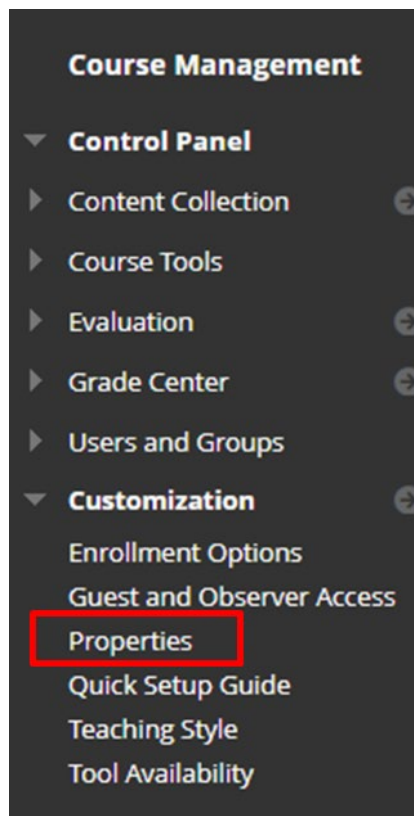
Make sure edit mode is on
(Top right of screen)
Click to toggle.



Edit Mode is Off



1. In course management click customization and then properties.



Course Management

- ▼ **Control Panel**
- ▶ Content Collection
- ▶ Course Tools
- ▶ Evaluation
- ▶ Grade Center
- ▶ Users and Groups
- ▼ **Customization**
- Enrollment Options
- Guest and Observer Access
- Properties**
- Quick Setup Guide
- Teaching Style
- Tool Availability

2. Change the name to something descriptive.

Properties
Properties control the functional settings of your course. Fields marked with an asterisk are required. [More Help](#)

* Indicates a required field.

NAME AND DESCRIPTION

* Course Name

Course ID

Description
For the toolbar, press ALT+F10 (PC) or ALT+FN+F10 (Mac).

RBC

Click *Submit* to proceed.

Interested in more educational tools? Check out our How-To Guides at:
www.ufv.ca/myclass/faculty-centre/faculty-tutorials or email us at asktlc@ufv.ca

