

Adding and enabling Course Tools

1. Log into Vista

Log In

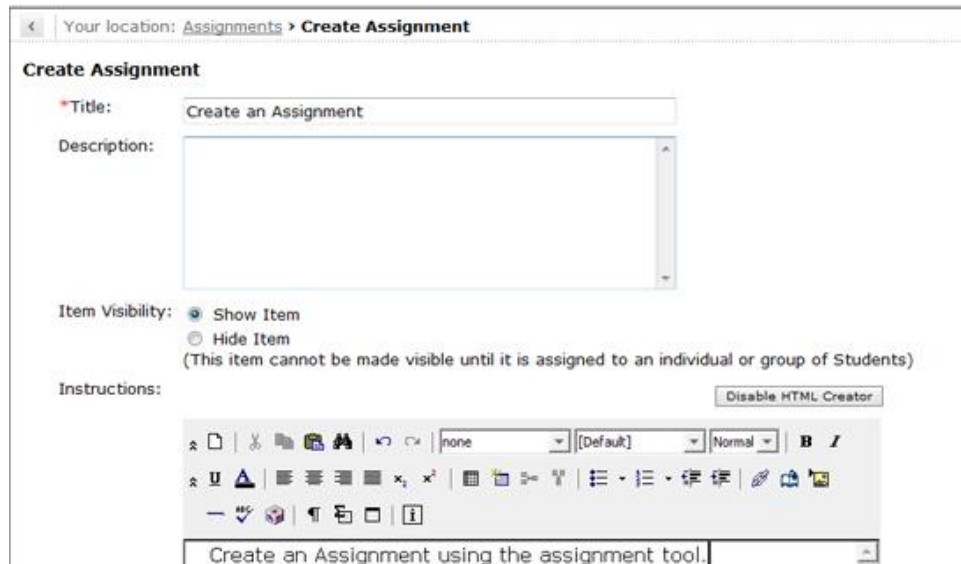
User name:

Password:

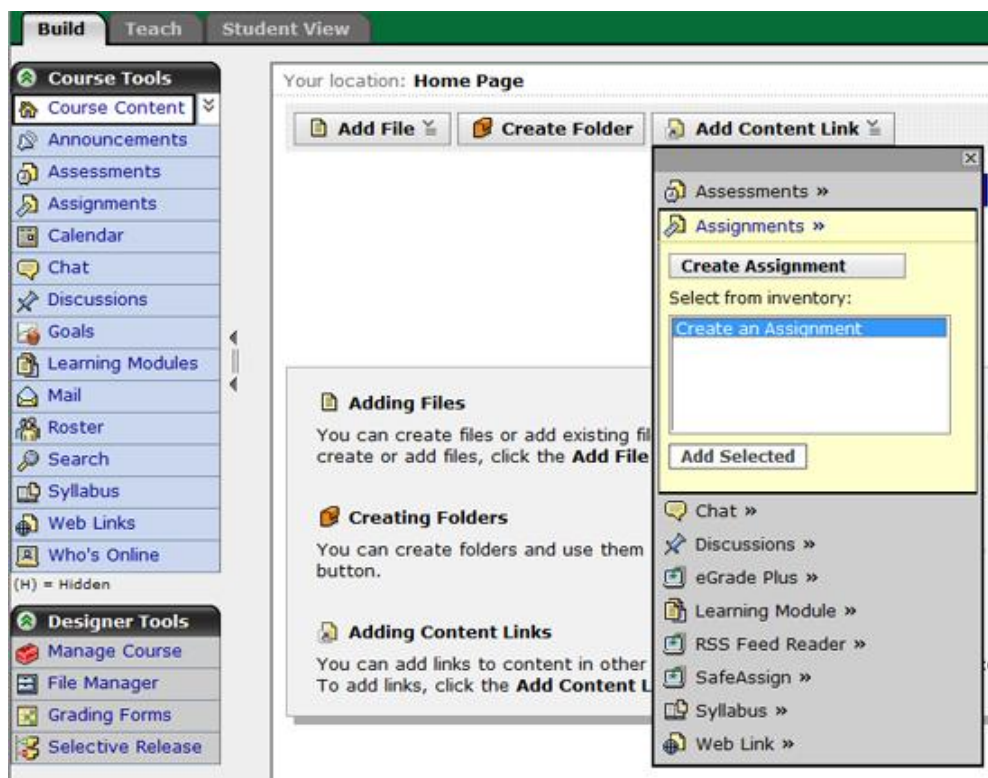
2. Click to enter the section you would like to modify

3. Once inside the section you will see the "Course Tools" menu on the left hand side of the screen. This menu allows for quick creation of the course tools.

4. Simply click on the tool of your choose and then the correlating Create button. For instance to create an assignment, simply click "Assignments" "Create Assignment" and then add the desired text.



5. After the Assignment is created you can add it to your home page by clicking the "Course Content" link under Course Tools and then clicking the "Add Content Link".



6. You may wish to do this inside of a folder or learning module depending on your teaching style. This is done by going into the desired area and utilizing the same "Add Content Link"