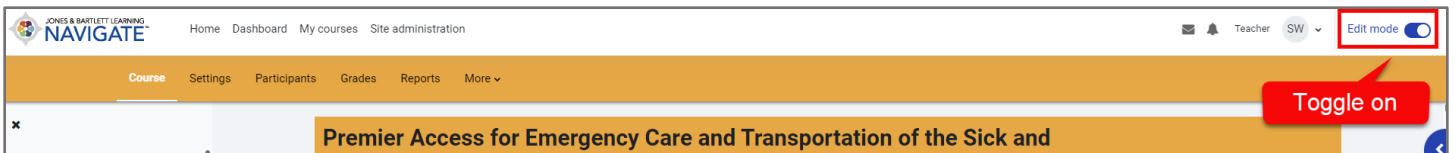



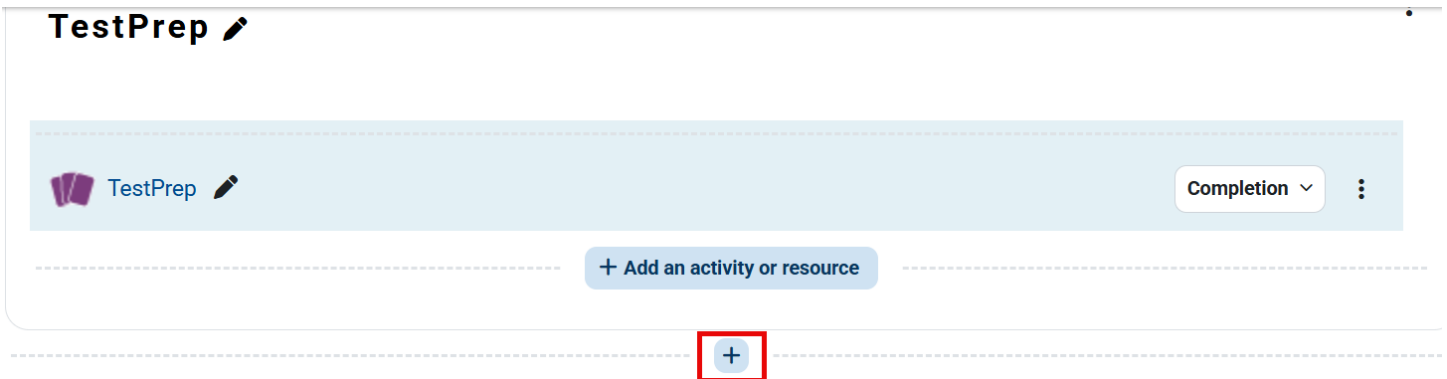
How to Create Topics and Sections in a Course

This document contains instructions for creating your own topics or sections in your course through Navigate's Edit Mode.

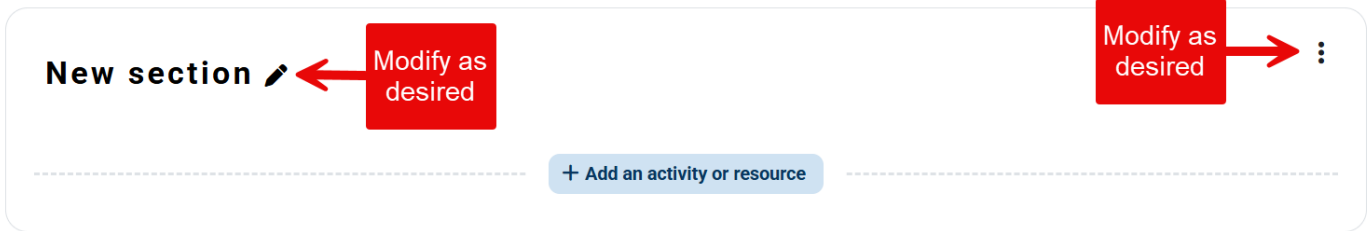
1. On the course homepage, toggle on the course **Edit Mode** using the button at the top of the page.



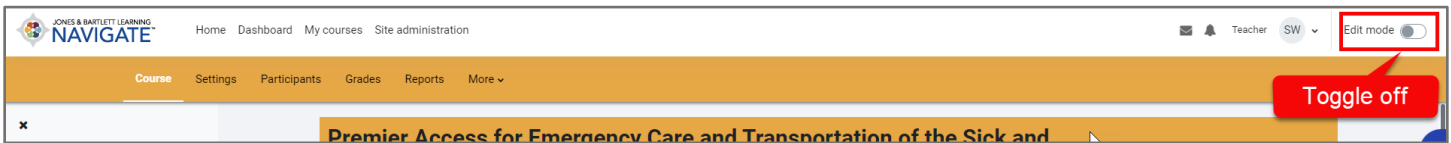
2. The page will refresh, displaying all editing options. Scroll to the desired location of the new topic and click  to create a new topic beneath the current topic.



3. The page will refresh, displaying the new topic you created. Modify name and properties of the new topic as desired and add activity or resource as desired.
 - a. Click on the topic name and use the **Pencil icon** to rename the topic as desired. Click **Enter** when finished.
 - b. Click on the topic menu to modify other attributes as desired.



4. When finished, turn **Edit Mode** off at the top of the page and review your changes.



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