A learning Module is a group of items for a course located in one area. These items can be documents, external links, tools, tests/quizzes, etc. Learning Modules can be structured so students must follow the path that is pre-determined by the instructor.

**Creating a Learning Module**

1. Enter the course and Content Area in which a Learning Module is desired (i.e. Assignments).
2. Enable **Edit Mode** by clicking on the button the upper right.
3. Hover over the **Build** menu and select **Create Learning Module**.
4. Under **Learning Module Information**, enter a **Name** (required) and **Description** (optional)
5. Under **Options**: 
5.1. Select Yes or No for Permit Users to View the Content Item. Students will not be able to access the item until Yes is selected.

5.2. Select Yes or No for Enforce Sequential Viewing for the Learning Module. Selecting yes will require students to view the contents of the Learning Module in a set sequence.

5.3. Select Yes or No (recommended) for Open in a New Window.

5.4. Select Yes or No for Track Number of Views.

5.5. Select Date and Time Restrictions as desired. If dates/times are entered, be sure to check the Display After and Display Until check boxes.

<table>
<thead>
<tr>
<th>2. Options</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Permit Users to View the Content Item</td>
<td>Yes</td>
</tr>
<tr>
<td>Enforce Sequential Viewing of the Learning Module?</td>
<td>Yes</td>
</tr>
<tr>
<td>Open in New Window</td>
<td>Yes</td>
</tr>
<tr>
<td>Track Number of Views</td>
<td>Yes</td>
</tr>
<tr>
<td>Select Date and Time Restrictions</td>
<td>Display After [ ]</td>
</tr>
</tbody>
</table>

Enter dates as mm/dd/yyyy. Time may be entered in any increment.

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6. When finished, click Submit.

Adding Material to a Learning Module

1. Enter the Learning Module and ensure that Edit Mode is turned on.

2. Using the menus at the top, select an item to add. Adding an item in a Learning Module is the same process as adding an item to a content area.