

# Editing the Course Menu

Announcements  
Syllabus  
Assignments  
Resources  
Faculty Info

This is your course navigation menu, which appears on the left side of your course.

Tools

- Communication
- Course Tools
- Course Map

Control Panel

Refresh

Detail View

1. To alter this menu, choose **Control Panel** from the menu bar.

2. Under "Course Options," choose **Manage Course Menu**.

Course Options

<a href="#">Manage Course Menu</a>	<a href="#">Import Course Cartridge</a>
<a href="#">Course Design</a>	<a href="#">Import Package</a>
<a href="#">Manage Tools</a>	<a href="#">Export Course</a>
<a href="#">Settings</a>	<a href="#">Archive Course</a>
<a href="#">Course Copy</a>	

In the Manage Course Menu, instructors can modify existing navigation items or add new items from the options in the menu. For example, to add a link to your Discussion Board:

Add Content Area Tool Link Course Link External Link

3. Click the **+Tool Link** button from the menu.

4. Next to "Type," click the drop down menu and select **Discussion Board** from the list.

Type

5. Click **Submit** at the bottom of the page to save your changes.

You now have a direct link to your Discussion Board in your left-side navigation menu.