

Creating Modules in Brightspace

Why Modules

Modules organize your course content. In Brightspace course content is organized using content topics and modules. Use modules to organize the units of your course offering (for example, week 1, week 2, week 3, and so on) and topics to organize the content of each module (for example, lesson 1, lesson 2, lesson 3, and so on.)

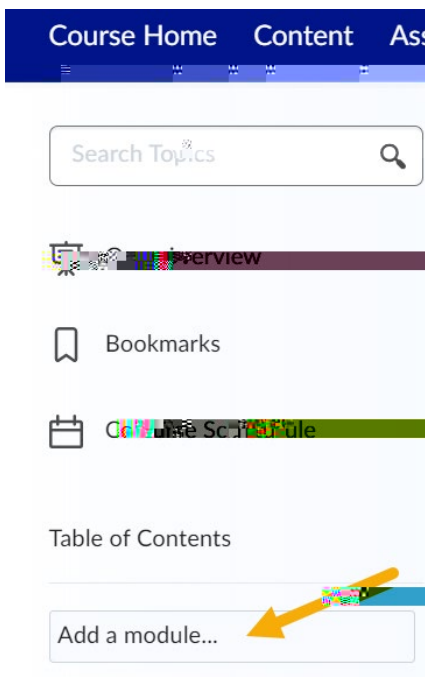
A module must be created before you can add topics, objects or files. You can create submodules (modules within existing modules) to establish a deeper hierarchy, however navigation best practices recommend using submodules sparingly.

Create a Module

1. On the navbar, click Content.

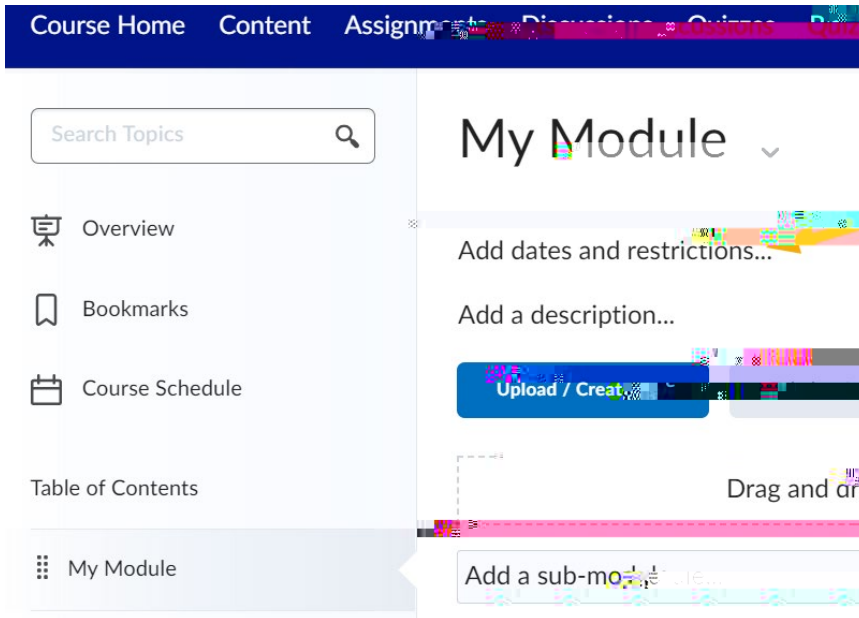


2. In the Table of Contents panel, in the Add a module field, enter the name of your new module and then press Enter.



3. You must create a module before you can add files, video, etc..

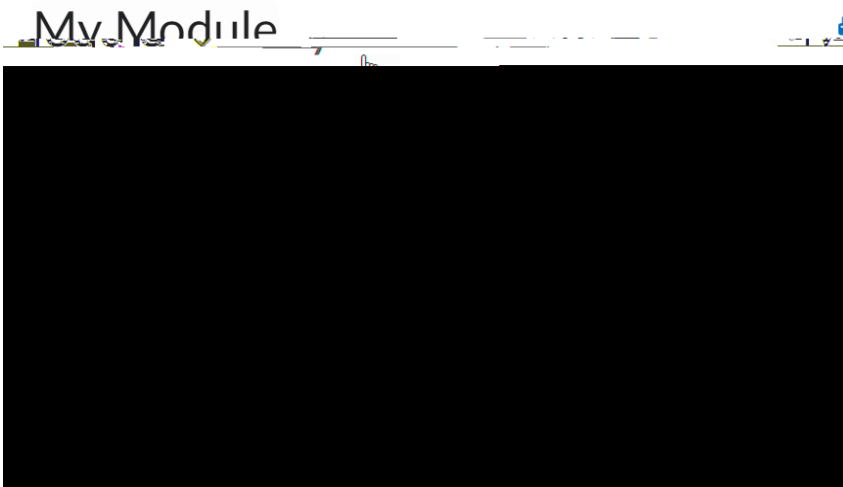
4. Sub-modules are not recommended because of navigational purposes, but are sometimes necessary for organization. You can create submodules (modules



2. A form opens, enter the start date and time.



3. Enter the end date and time. Best practice recommends using the last day of the course.
4. Click on update to save the dates entered.



Add a module description.

Click on “Add a description to add learning objectives, instructions, or other important information about the module. A text field will appear that will enable you to type

