

# Linking the Syllabus and Schedule in Content

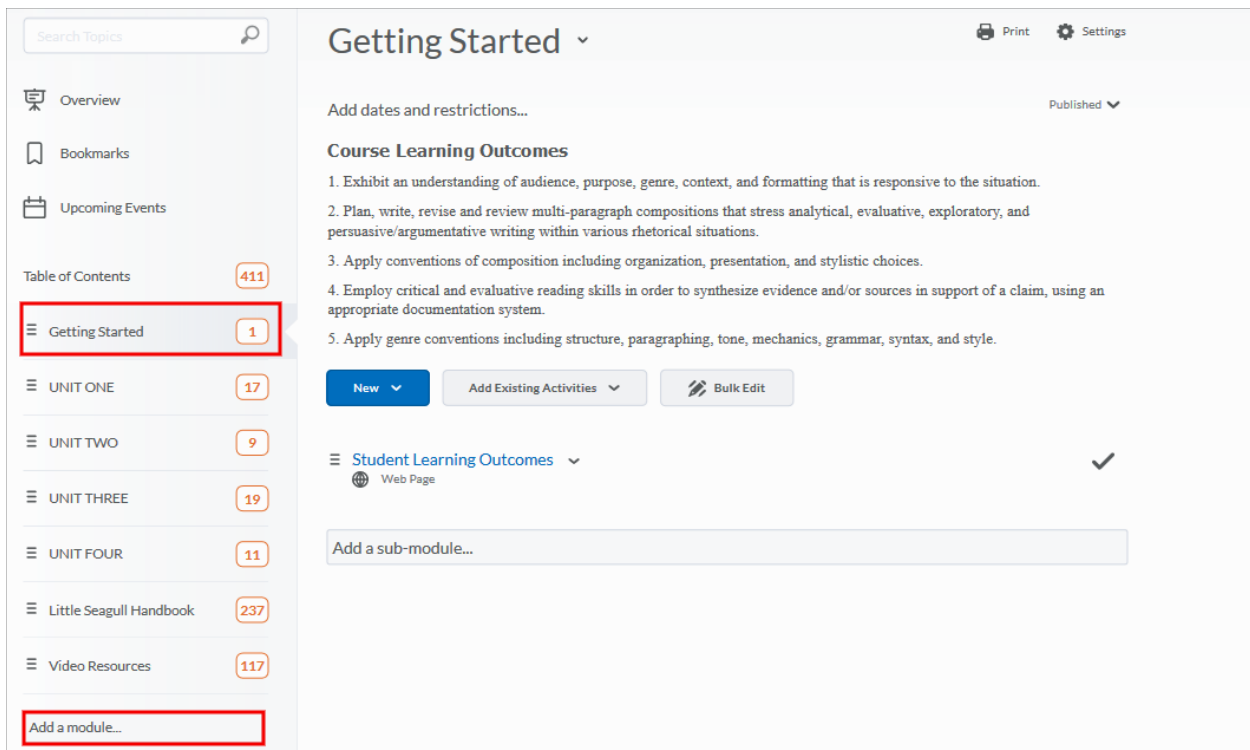
**Step 1:** After logging into your course, click on the **Content** link on the course navigation bar.

The screenshot shows the ACC eLearning Course 5 interface. At the top, the ACC logo and course title 'eLearning Course 5' are visible. The navigation bar includes links for Course Home, **Content** (highlighted with a red box), Assignments, Discussions, Quizzes, Grades, Classlist, Attendance, Course Admin, Calendar, Checklist, and More. Below the navigation bar, the page title 'eLearning Course 5' is displayed. On the left, there is an 'Announcements' section with a link to 'Introduce Yourself!' (posted May 8, 2018) and a 'Welcome' section. On the right, there is a 'Welcome' section with instructor information: Instructor Name: eLearning Department, E-mail: elearning@arapahoe.edu, Phone: 303-797-5080, and Office Hours: Monday through Friday, 8 a.m. to 5 p.m. in M1710. At the bottom right, there are links for 'Syllabus' and 'Helpful Links'.

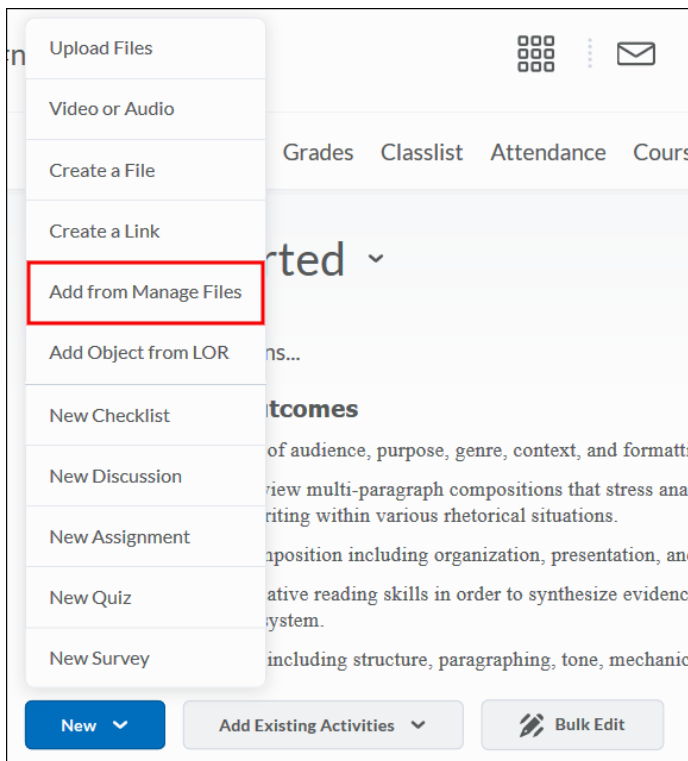
The page will change to the Content page. On the left panel, there are links to **Course Overview**, **Bookmarks**, **Upcoming Events** and **Table of Contents**.

The **Table of Contents** contains all your modules and topics. If you have an existing module, you can add a topic to it from a preloaded file in **Manage Files**, (best practice). To know more about uploading files to the **Manage Files** area, refer to the document titled "Manage Files". After your syllabus and schedule files have been uploaded to the **Manage Files** area, you can create a link to them in your preferred module in the **Table of Contents**.

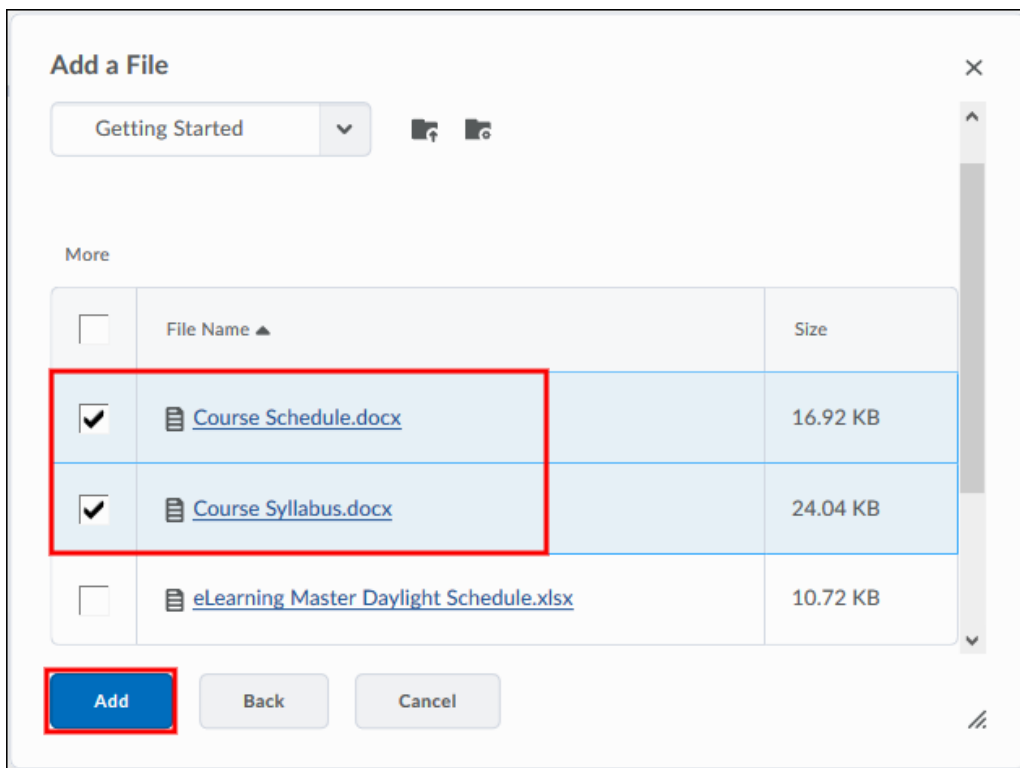
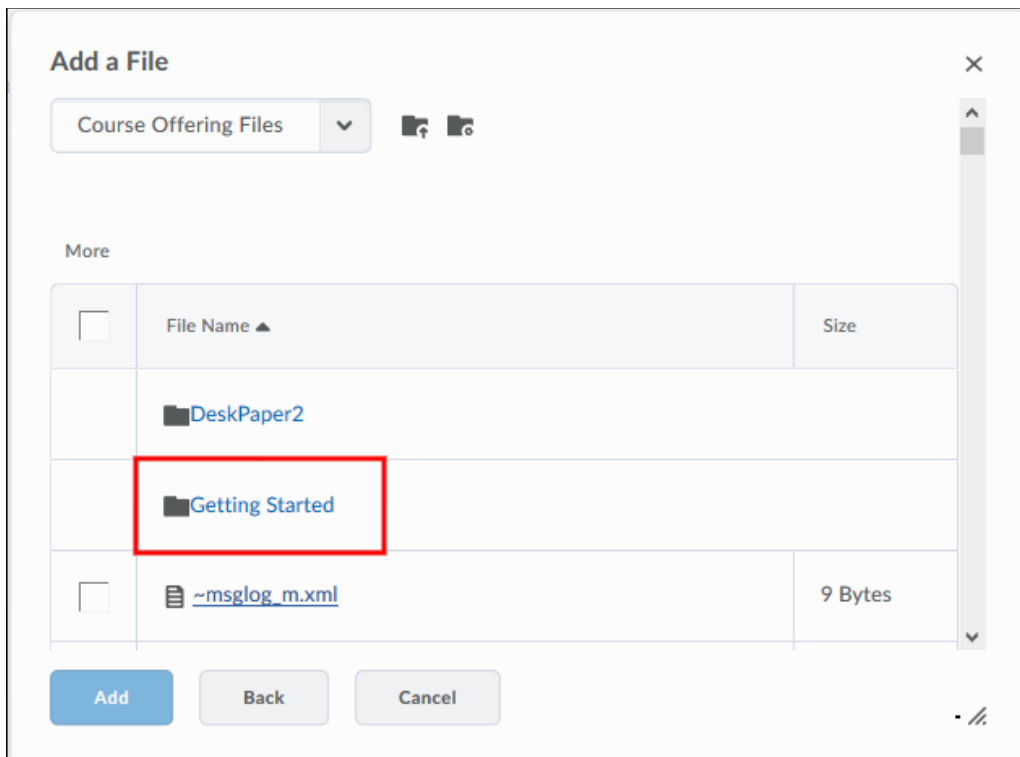
**Step 2:** In this case, we will click on the **Getting Started** module link. If you do not have a module, you can create one by typing a name for the module in the **Add a Module** field, (under the **Table of Contents** menu on the left pane), followed by the **Enter** key.



**Step 3:** You can now click on the dropdown menu under **New** and select **Add from Manage Files**.




**Step 4:** A new window will pop up allowing you to select and add files from the **Manage Files** area. If necessary, select the folder where your files are located. Check the boxes next to the files that you would like to add and then click **Add**, located on the lower left corner of the window.



The files will now appear in the **Table of Contents** area under the **Getting Started** module.

# Getting Started ▼

 Print

 Settings










Add dates and restrictions...

Published ▼

## Course Learning Outcomes

1. Exhibit an understanding of audience, purpose, genre, context, and formatting that is responsive to the situation.
2. Plan, write, revise and review multi-paragraph compositions that stress analytical, evaluative, exploratory, and persuasive/argumentative writing within various rhetorical situations.
3. Apply conventions of composition including organization, presentation, and stylistic choices.
4. Employ critical and evaluative reading skills in order to synthesize evidence and/or sources in support of a claim, using an appropriate documentation system.
5. Apply genre conventions including structure, paragraphing, tone, mechanics, grammar, syntax, and style.

[New ▼](#) [Add Existing Activities ▼](#) [Bulk Edit](#)

 <b>Student Learning Outcomes</b> <span>▼</span>	
 Web Page	
 <b>Course Syllabus</b> <span>▼</span>	
 Word Document	
 <b>Course Schedule</b> <span>▼</span>	
 Word Document	