Albany State University
INFORMATION TECHNOLOGY SERVICES

Version 10.2

Desire2Learn

New and Updated Features

Content

Course Building

Adding Activities

Desire2Learn is a trademark of Desire2Learn Incorporated.

Microsoft Word is a trademark of the Microsoft Corporation.

D2L – Content/Course Building

Hosted by ASU Information Technology Services

Please be remember:

Google Chrome is the recommended browser for accessing D2L on ASU ***site.***

OVERVIEW - D2L - CREATE TOPICS BY USING ADD ACTIVITIES

The following documentation will demonstrate creating topics by uploading files. Topics are components of modules and sub-modules. This can be course files, web pages, or tools in D2L.

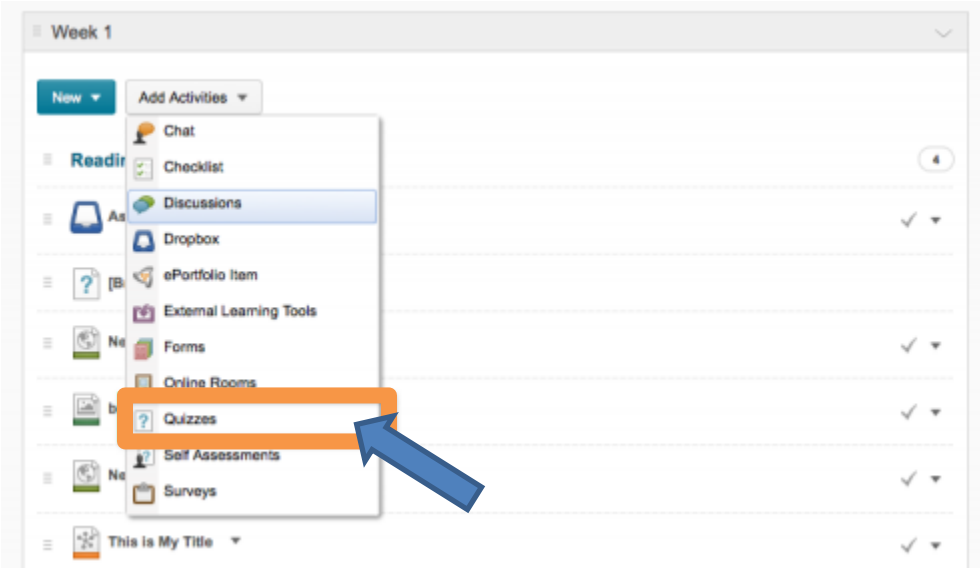
STEP 1

From the course homepage, click Content on the navbar.

STEP 2

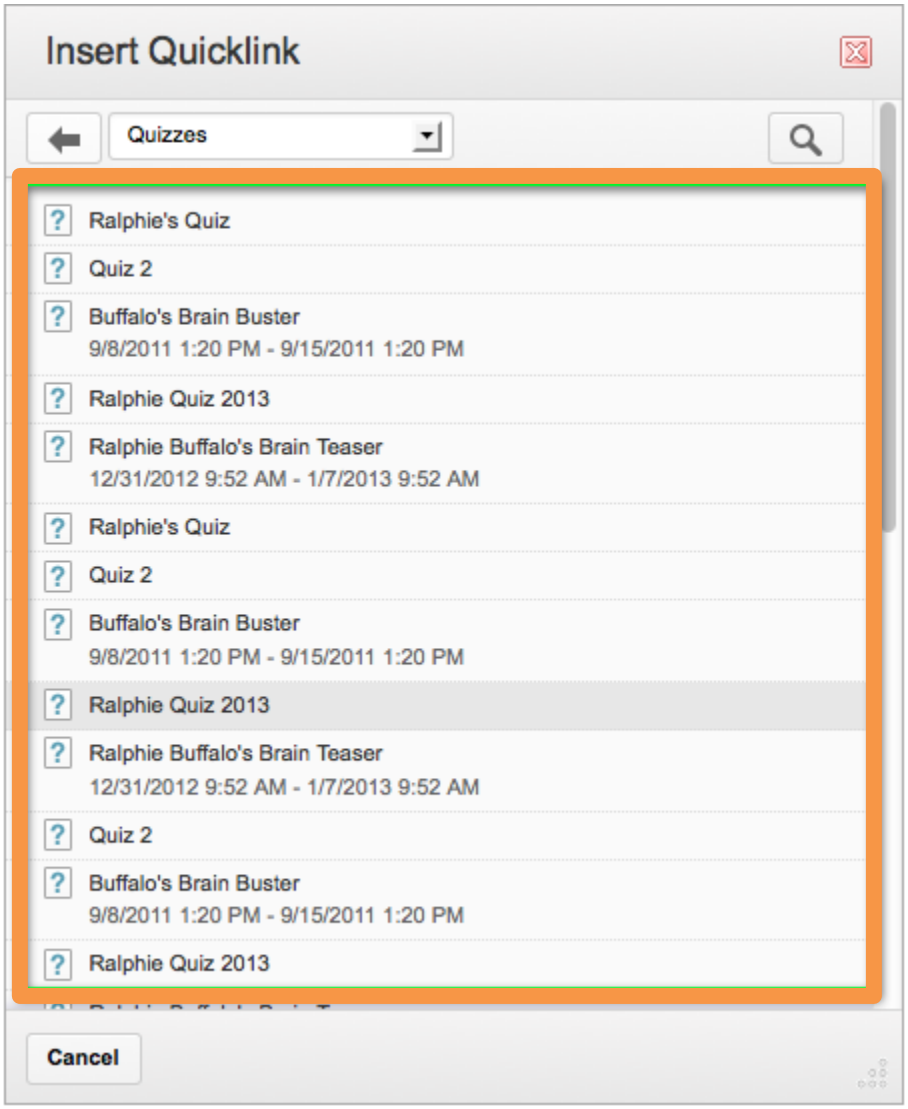
Click the Add Activities drop-down menu in the module you want to add the topic to.

*Note: You can add all types of activies from here. The rest of the documentation, will go through the process of adding existing Quizzes



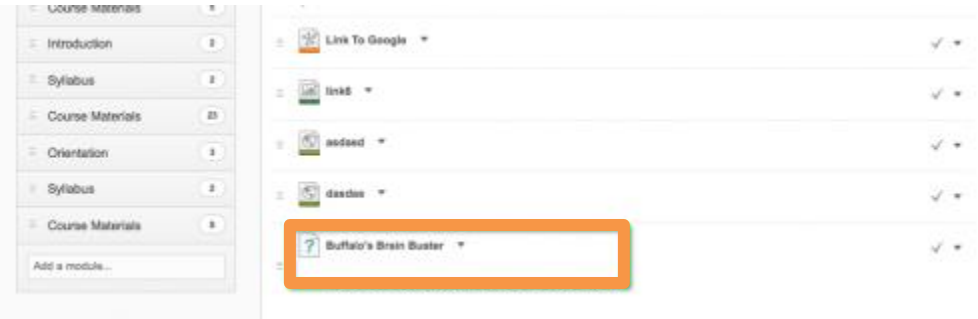
STEP 3

Choose the Activity you wish to add.



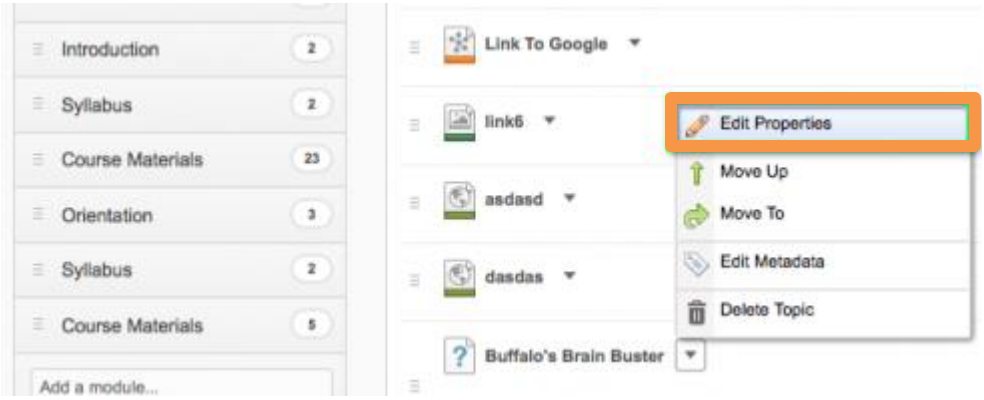
STEP 4

The link will now appear within your module.



STEP 5

If you need to edit anything within the new link click Edit properties from the drop-down menu to the right of the link.

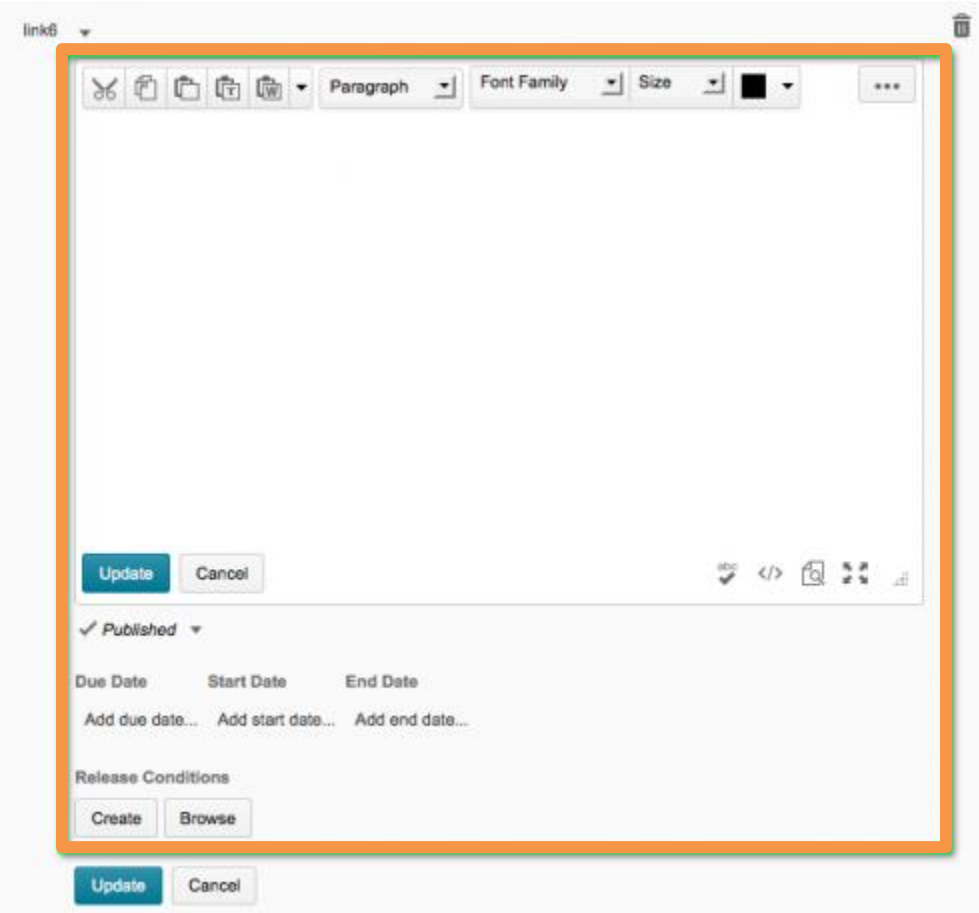


STEP 6

In the properties area you have the ability to:

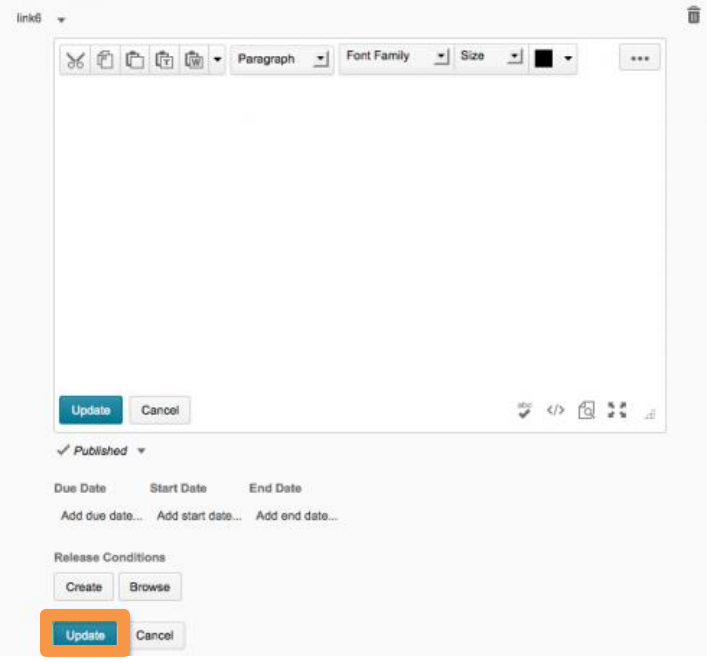
- Enter a description
- Set the state as either Published or Draft
- Add start date, Add end date and Add due date
- Set Release Conditions

*Note: You will need to click the associated text to view each of these property areas.

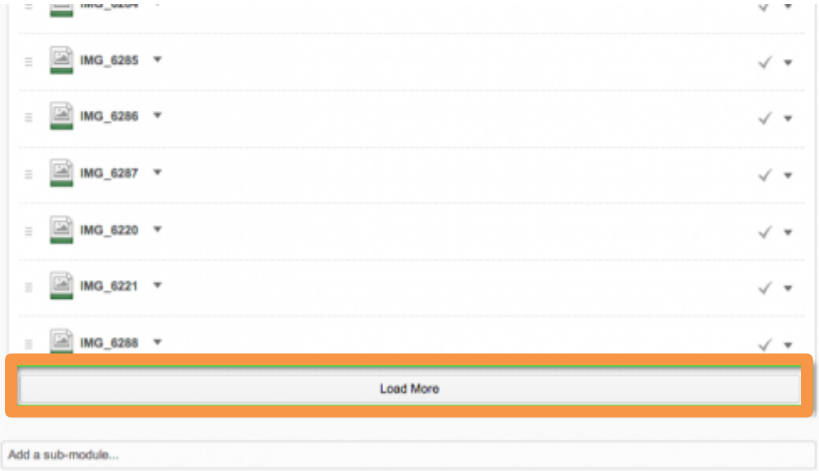


STEP 7

Once you have added your additional properties, click the Update button. Your edited properties will now be in place.



STEP 8

Additional Note:

D2L by default only loads the first 20 modules, or first 20 topics/files within a module, when viewing course files in the Content area. To see additional content, click the Load More button at the bottom of the content/module area.