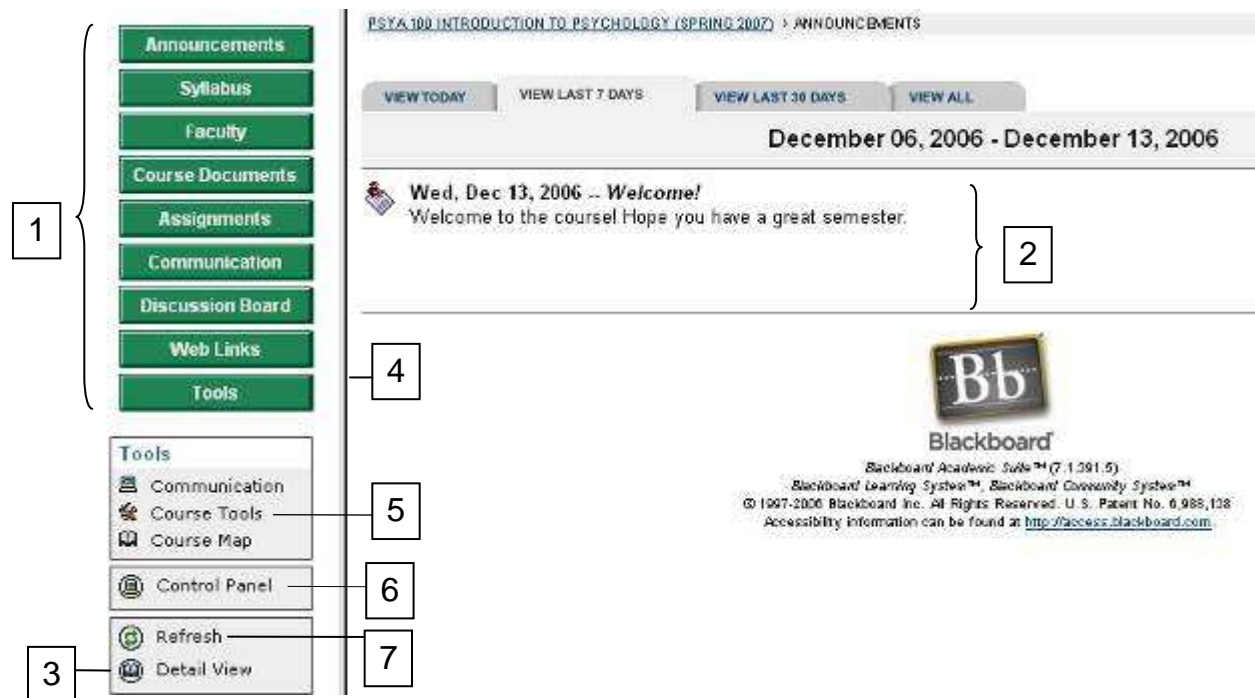


Navigating the course home page



The course home page is where you and your students will start when you log into the course.

Here you'll see:

1. **The course menu** – used to move around the site (click on the button to go to the indicated part of the site). *The menu can be customized with new buttons and different labels.*
2. **Announcements area** – the last seven days' announcements are visible by default; older announcements can be retrieved by clicking appropriate index tab.
3. **Detail View / Quick View** — switch between the default view and an expanded view of your site. Each area can be expanded by clicking on the + sign in order to get quick links to documents.
4. **Collapse / Expand bar** – click and drag to the left to show a view of the course without the course menu buttons (freeing up more screen space for content). The cursor changes to a double arrow when you click on this bar.
5. **Tools Menu** – provides access to all course tools should you decide to remove these buttons from your course menu.
6. **Control Panel button** – where you'll go to set the course up (upload documents, set up discussion forums, etc.). *Students do not see the Control Panel button.*
7. **Refresh** button – click to make recent changes visible.