

## Update the Homepage/Navbar

In some cases, you may need to adjust what tools are available to the students on the Navbar. Here are the steps to help with this:

1. In the course click on Course Admin off the Navbar
2. Click Navigation & Themes
3. You may choose one of the preset Navbars by clicking the Dropdown menu at the top under Active Navbar and clicking Apply.
4. If you would like to modify one of the existing Navbar click the down arrow next to the Navbar title that you like and choose copy. The default Navbar is called CourseSlim – Daylight if you would like to use that as the starting Navbar.

5. Once it's copied go back to the top and change the Active Navbar to the copy

**Create Navbar**

- Default --
- ✓ Course Default
- CourseSlim
- CourseSlim - Daylight
- CourseSlim - Daylight - Copy**
- CourseSlim - Daylight - Kaltura
- CourseSlim - Daylight - SmarterProctoring
- English 1101 and 1102
- Homepage - NavBar

**Apply**

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**CourseSlim - Daylight** ▾

CourseSlim style, with Resources drop-down list which contains academic and tech

Updated: 1.09.19 (Added LOR link)

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**CourseSlim - Daylight - Copy** ▾

CourseSlim style, with Resources drop-down list which contains academic and tech

Updated: 1.09.19 (Added LOR link)

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**CourseSlim - Daylight - Kaltura** ▾

CourseSlim style, with Resources drop-down list which contains academic and tech (Media Gallery).

6. Note: you'll know it's a copy because it will be blue instead of black and have "Copy" in the title.

7. Click Apply. It should now have Active on the right side next to the Active Navbar

[Create Navbar](#)

Active Navbar

CourseSlim - Daylight - Copy

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Course Default

Shared from [Clayton State University](#)

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CourseSlim

Shared from [Clayton State University](#)

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CourseSlim - Daylight  Default

CourseSlim style, with Resources drop-down list which contains academic and technical support links. Shared from [Clayton State University](#)

Updated: 1.09.19 (Added LOR link)

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CourseSlim - Daylight - Copy   Active

CourseSlim style, with Resources drop-down list which contains academic and technical support links. Not shared

Updated: 1.09.19 (Added LOR link)

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CourseSlim - Daylight - Kaltura

CourseSlim style, with Resources drop-down list which contains academic and technical support links. Includes links to Kaltura Video (My Media and Media Gallery).

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9. Click on the Name of the Navbar title to edit it
10. You can change the name at the top to make it personalized
11. You can rearrange the order of the tools by clicking and holding on the one you would like to move and dragging it to the new location. Once you have it in the right place let go of the mouse button. Basically, click and drag the tool to where you would like it.
12. To remove a tool mouse over the tool name and click the X
13. To add a link to a tool, click "Add Links", check the box next to the tool you would like to add and click Add.
14. Once you are done Click Save and Close

## To update the Homepage:

1. From the course home click Course Admin off of the Navbar
2. Click Homepages
3. Click on the Dropdown next to the Homepage Listed as "**Course Default**"
4. Click Copy

5. Near the top under Active Homepage click the dropdown menu and choose Course Default – Copy
6. Click Apply
7. Click on the Title Course Default – Copy to edit
8. You can change the name of the Homepage to personalize it.
9. Under the Widgets section you can remove widgets by mousing over the tile and clicking the X at the top right of the widget tile.
10. To add a widget to your Homepage click Add widget under the column that you would like the widget to appear.
11. Check the box next to the widget you would like to add
12. Click Add
13. You can also click and drag a widget to a new location by clicking on the widget tile, hold the mouse button down, move the tile to its new location and letting the mouse button go.
14. Once you are done Click Save and Close