Menu Bar

The menu bar on the left is the navigation menu for the course and it enables you and your students to access all the tools and content sections of your course. Tools are essentially course functions such as: quizzes, assignments, learning modules… The menu bar is customizable and may be altered in appearance, order and position.

Add Tools to Menu Bar

Step 1:   From the **Build** or **Teach** tab, click **Manage Course**.
Step 2:   Click **Tools** and the following screen will appear.

Step 3: Select the check boxes next to the tools (functions) you would like to appear (to remove a tool, clear the check box) in the left Menu bar and then click **Save**.