General Navigation

In this tutorial I’m going to show you the logistics of the D2L environment. I want to first show you the navigation area. At the top, you have active links. First you have the course home button (this will be where we are now), content (this should be where the bulk of the info is), discussions, dropbox, quizzes, (these areas are where you create your discussions, complete your assignments and submit your quizzes). In the classlist section, you can find the list of the students in the course. There is a grades button (where you can view your grades), chat (where you can chat with the instructor or students), and rubrics (where you can find the grading criteria for graded items). At the top area, we have my home, library (takes you to the library of the school), email (strictly for the D2L), and locker (your personal storage space for information, locked). At the top right, we have your log-in information, date, and help area. In the middle, we have the name of the course and a link to go to your mail. That was the navigation area. Now, I am going to move down to the centralized area where there are widgets; there are 7 widgets. This will vary from course to course. There are more functions to review. For example, on the left you can click on Week 2 and content map to see a collapsible view of items in that folder. You will see table of contents. You will notice that some of these icons have quick links which will take you directly to the assignment, etc. For example, when I click on a webpage, I will see all of the information for the course. Let’s go back to course home; now I’m back to where I started. If you want to expand or contract a widget, click the dropdown arrow. For the bookmark widget, you can make quick links to key areas that you want to go to quickly, such as for the syllabus. In the middle we have a general welcome area; this is where special announcements will be made by the instructor for you to review. Also, we have updates here for important items that need to be completed by the student. Next, I have a calendar and a Google search bar. Each of these areas will be explained further in future tutorials.