

Course Builder Tool

Streamline Your Course Design

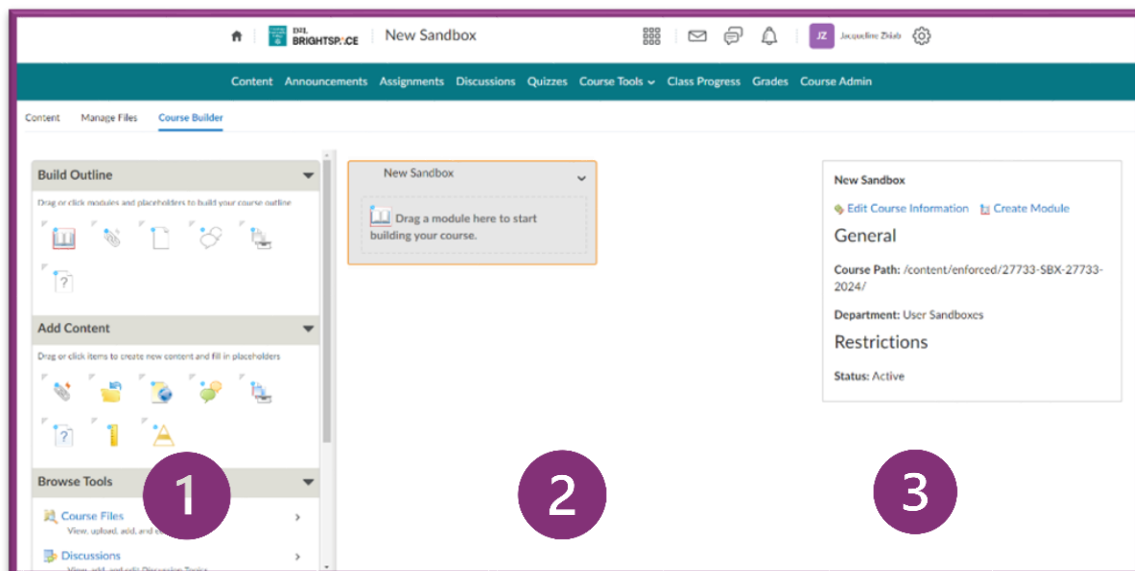
This tool gives your course structure and organization without content. Think of this tool as a birds' eye view of your entire course, allowing you to see where there are modules and placeholders. Once you have your course structure in place, you can easily add or edit content.

Accessing the Tool

From your sandbox site or your course in Brightspace, simply click on Course Admin in the navigation bar, then click on Course Builder.

Course Builder has three main sections:

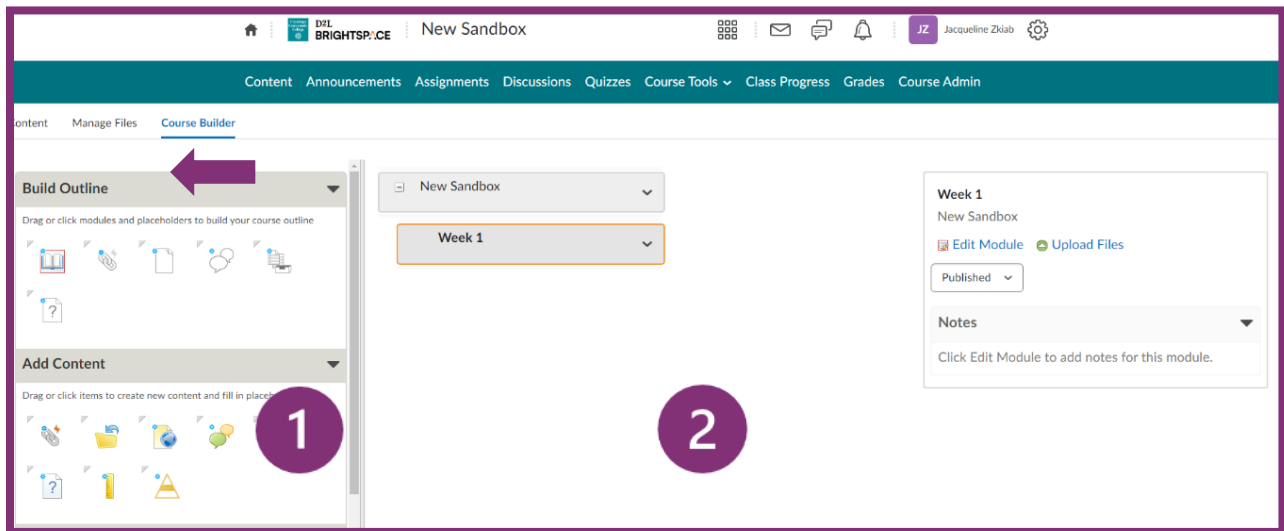
- 1 Section One: The Toolbox – on the left. Components include Build Outline, Add Content, and Browse Tools.
- 2 Section Two: Course Tree – in the middle. To build out your visual structure.
- 3 Section Three: Information Column – on the right. To edit placeholder and/or object properties.



Start Building

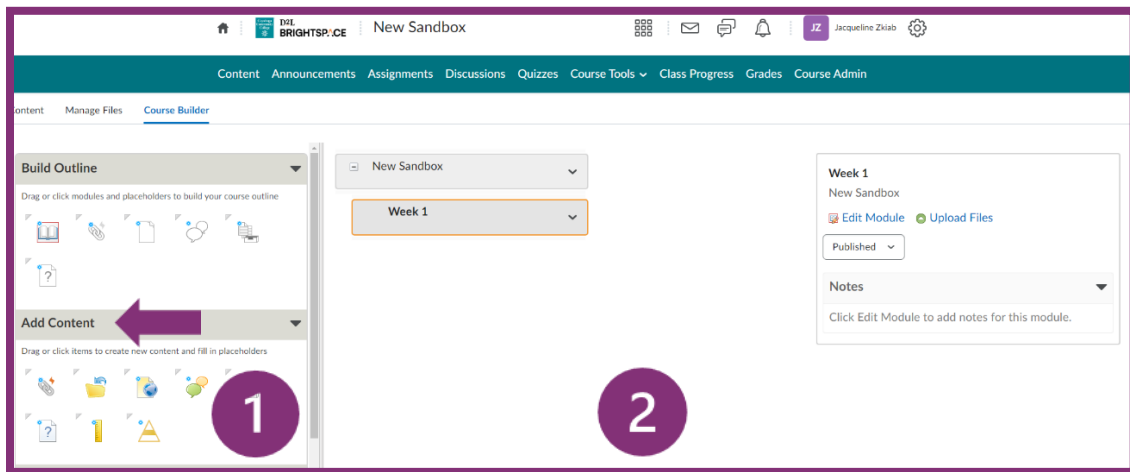
You are now ready to start organizing the structure of your course!

From Build Outline toolbox in section one **1**, drag and drop, or click on the modules or placeholders into section two **2**.



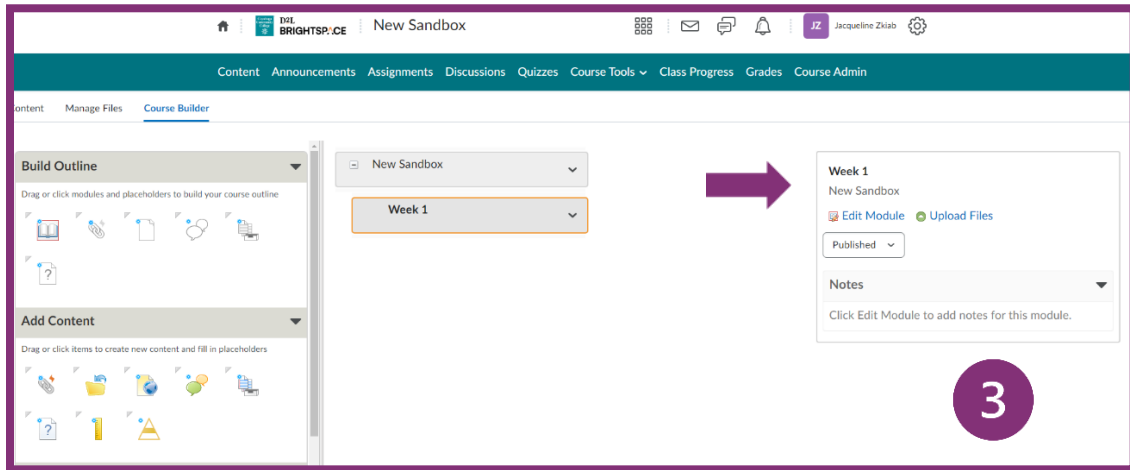
- For example, to add Week 1 module to your course, click on the Book icon in Build Outline, then add the title and any restrictions, and click Create. Continue by adding more modules, files, etc.

From the Add Content toolbox in section one **1**, drag and drop or click on items to fill in placeholders into section two **2**. Options include links, quizzes, etc.



Repeat this process until you have built out your entire course.

To edit any items in this newly built structure, edit the Information Column in section three **3**.



For more information about Course Builder, the [About Course Builder](#) article from the D2L Brightspace Community web site can be referenced, as well as our video tutorial on the [Course Builder Tool](#).