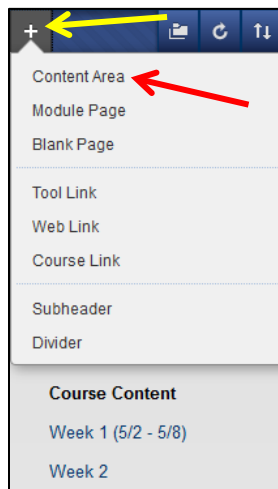


## Creating a Content Area

Content Areas are the top-level organizational units used to organize your course content. Course sites typically contain multiple content areas. Once you create a content area, you can add things like files, links, videos, assignments, and tests to it.

### Step 1:

Place your mouse arrow over the **[+]** button in the top-left corner of the course menu and choose **“Content Area”** from the list of links that appears.



### Step 2:

Type a name for your Content Area in the **“Name”** field.

### Step 3:

Check the **“Available to Users”** box if you want student to be able to access this area

### Step 4:

Click **“Submit”** to add the link to your course menu.

