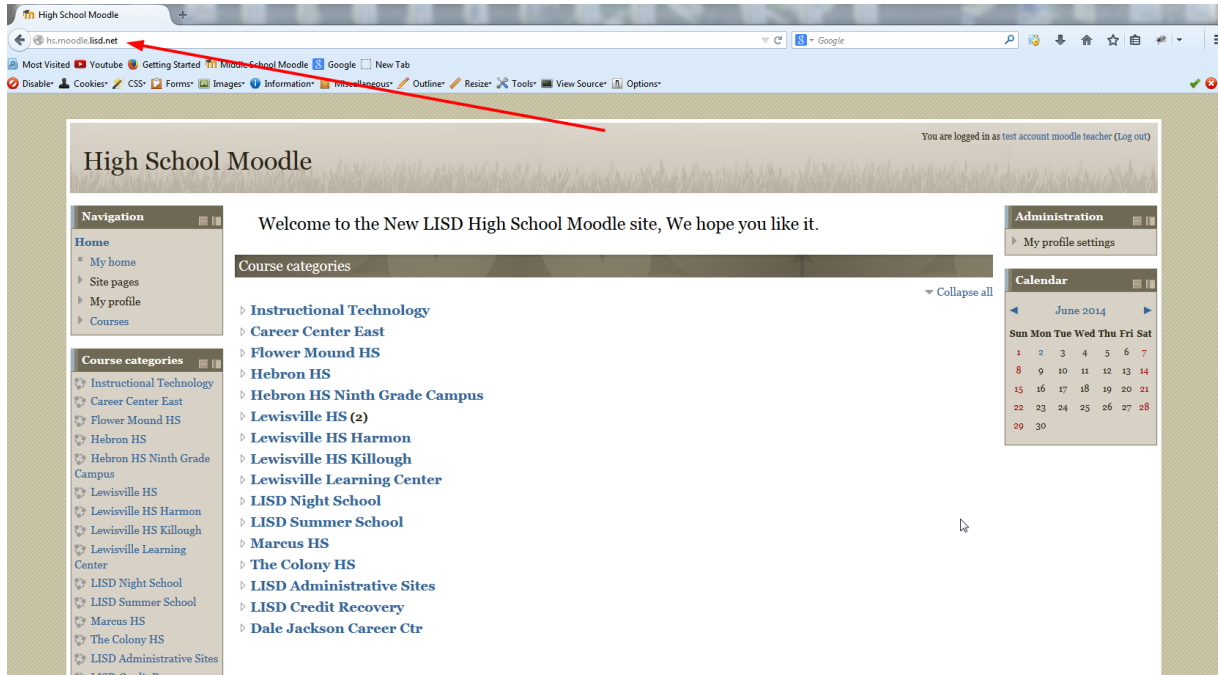


Go to the new Moodle site.

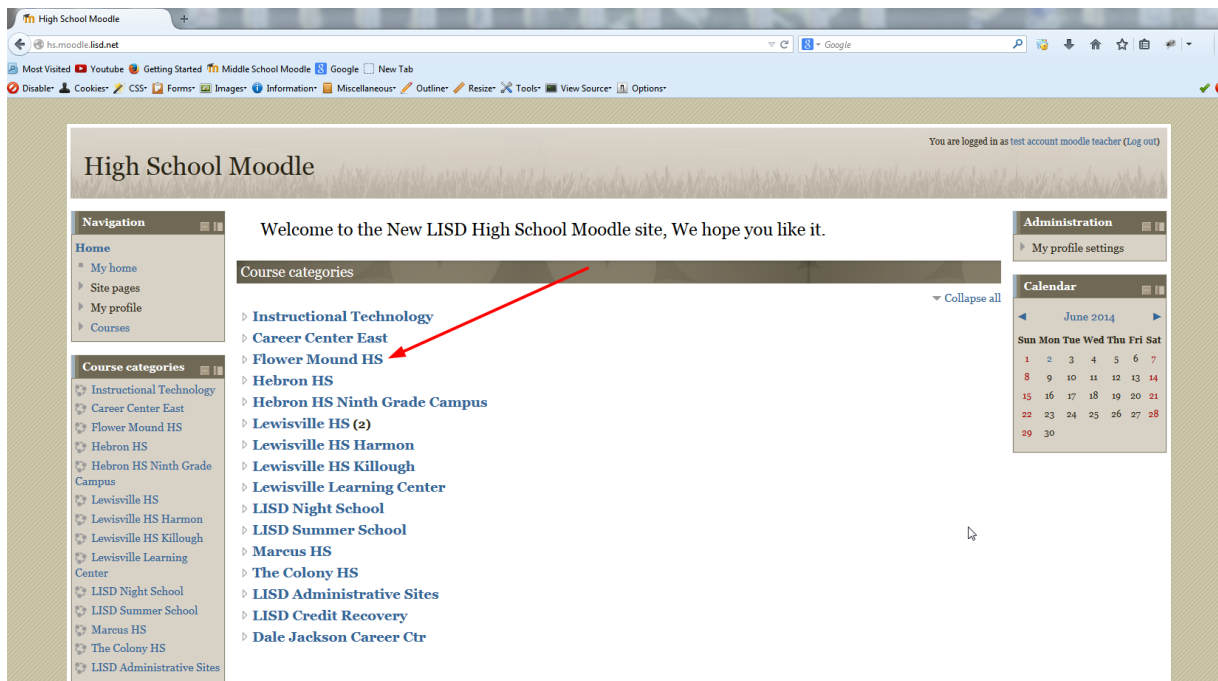
Elementary School Sites - <http://es.moodle.lisd.net/>

Middle School Sites - <http://ms.moodle.lisd.net/>

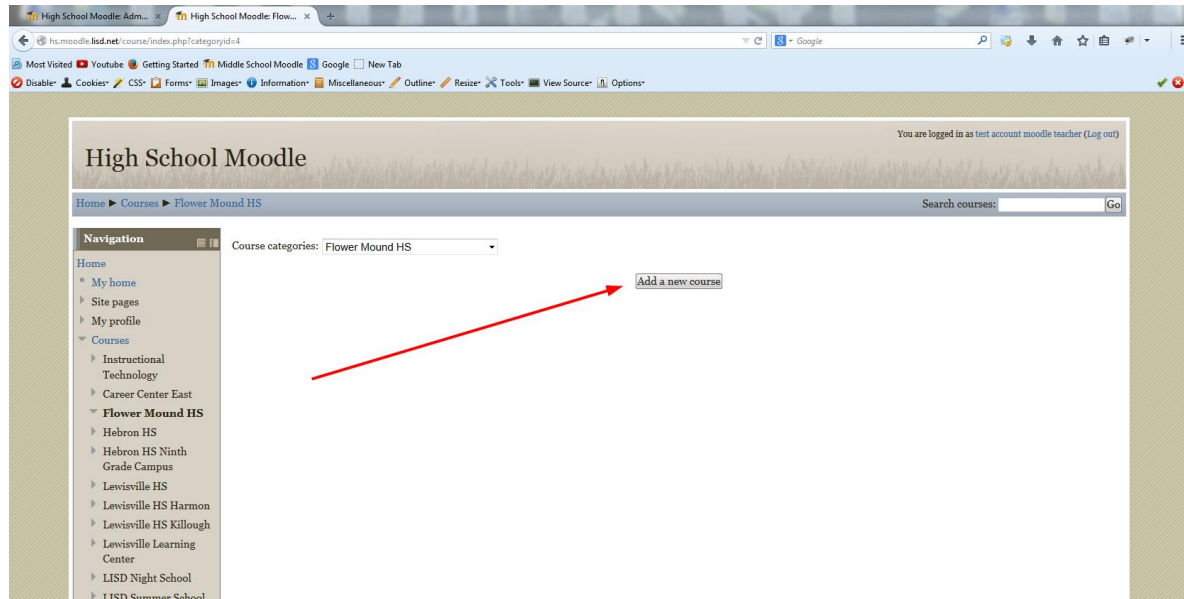
High School Sites - <http://hs.moodle.lisd.net/>



Select your campus from the list and click on it. In this example, I will select Flower Mound HS.



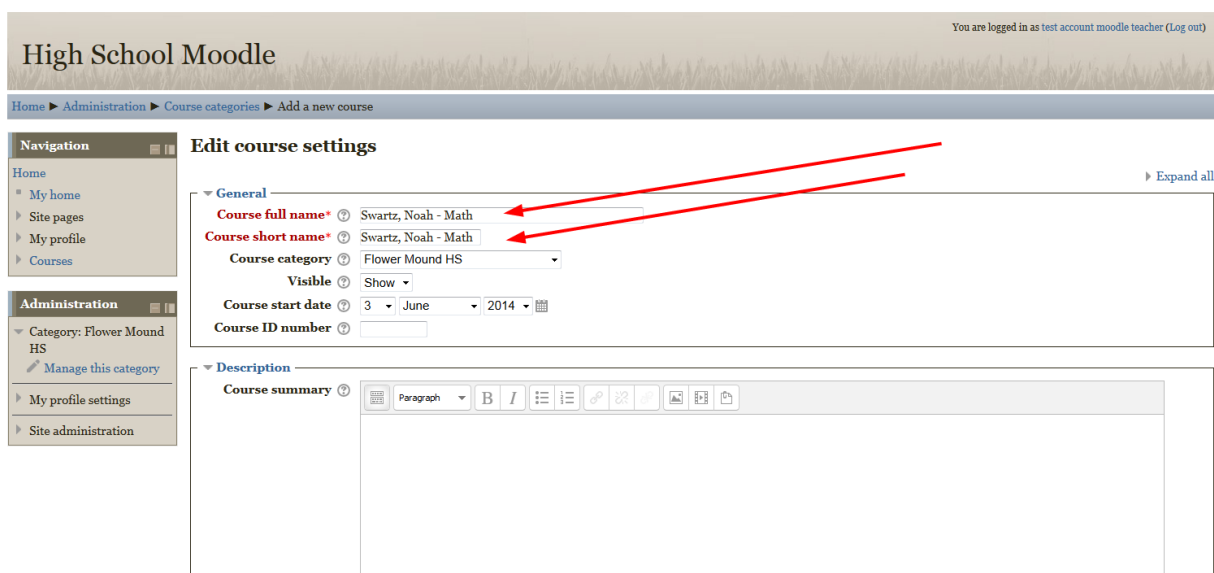
When you are on the category (school) you want, you should see a button that says “Add a new course”. **Click** this button.



There are many settings you can configure at this point but only **2 required items**, they are highlighted in red. “**Course Full Name**”, and “**Course Short Name**”. These should match. **Enter** your course name.

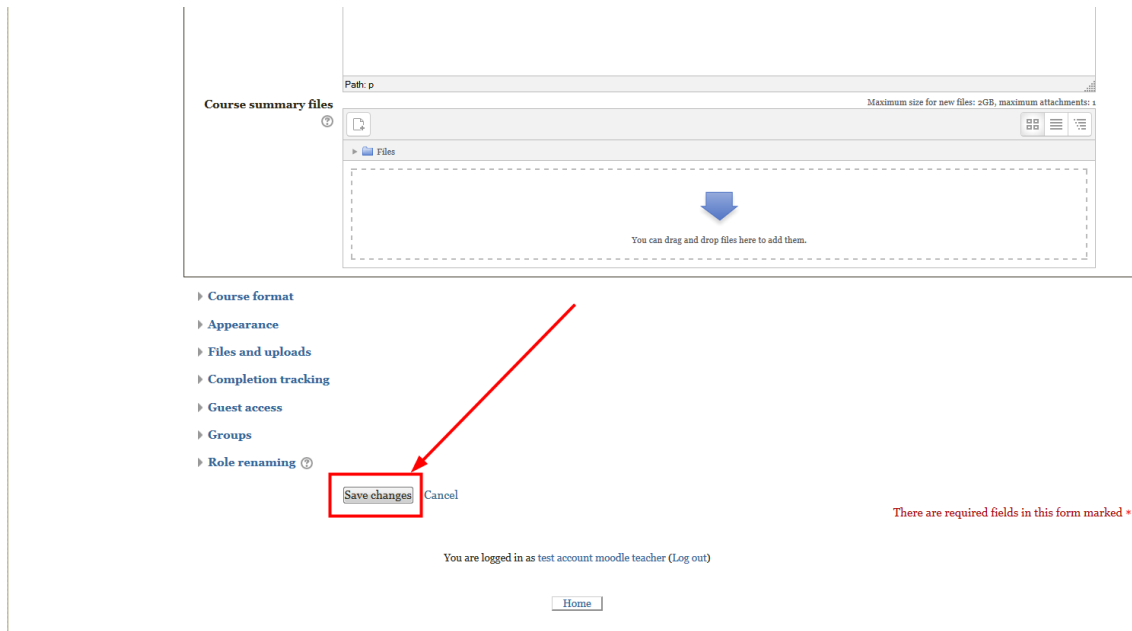
Your course name should be in the following format:
Your Last Name, Your First Name – Title of your course

Ex:
Swartz, Noah – Math



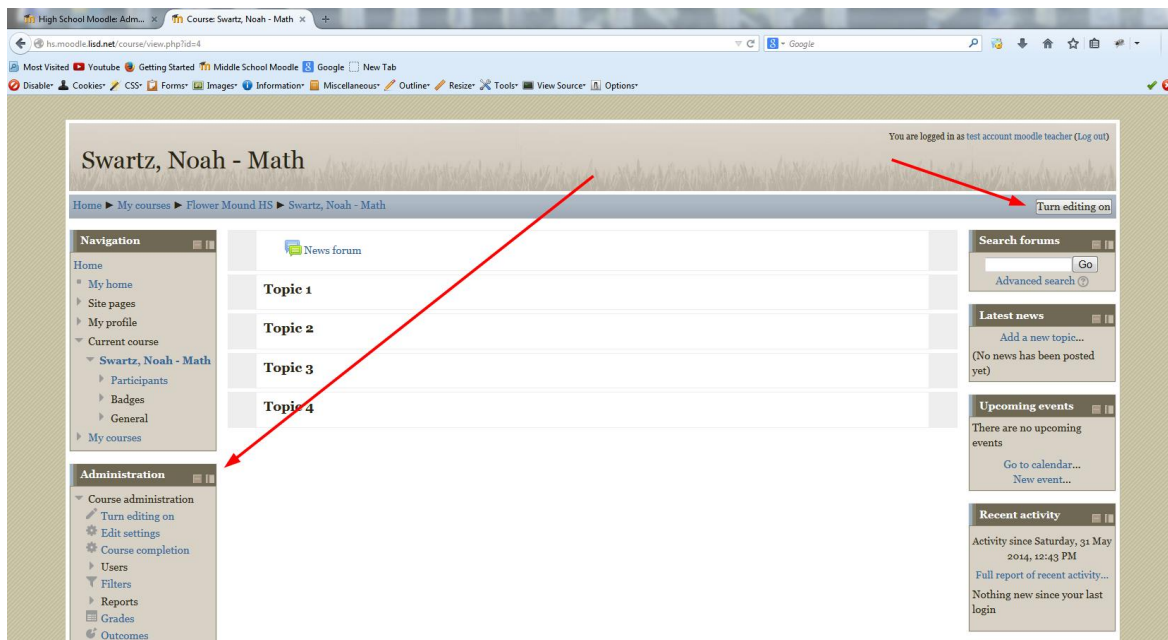
At the bottom of the page, click the button that says “Save changes” to create your course.

Tip: many times when editing you will have to click the “Save” button to apply changes, this button may be out of sight at the bottom of the page.



You should now see your new course.

Please note the location of the course “Administration menu” and the “Turn editing on” button. These will help you adjust your course settings and make changes to the course page.



End Tutorial.