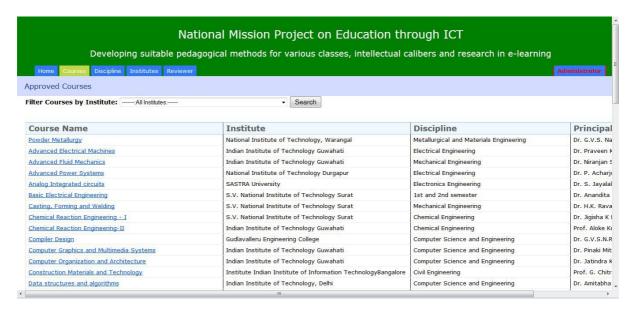
COURSE DEVELOPMENT:

(**Please use Mozilla Firefox 18 or upper.....)

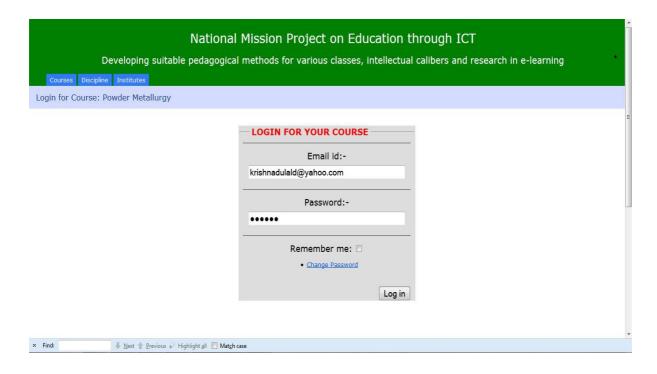
For develop a course click on **COURSE DEVELOPMENT** button. After clicking this button you will see the following page given below:-



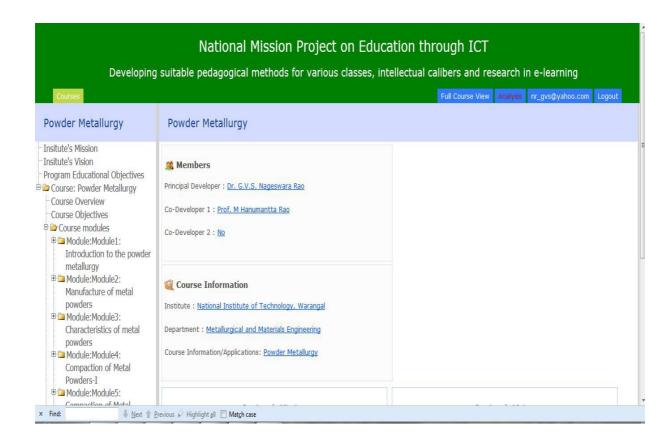
- ➤ Then click on the underlined course name which is yours. You can get your course name by institute.
- After clicking on <u>course name</u>, the <u>Course development Page</u> will be shown. Then click on right hand side green coloured button as it is being shown here.



After clicking on <u>Course Development Page</u> the login page will become. Then give your email id and password for your corresponding course and click on <u>Log in</u> button.

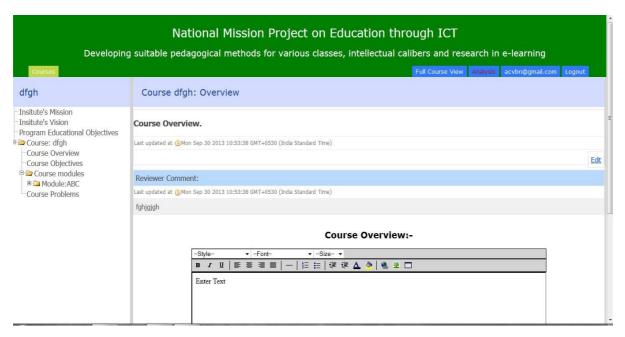


> After logging in, your course page will be open. Then you can develop your course.



How to insert course overview?

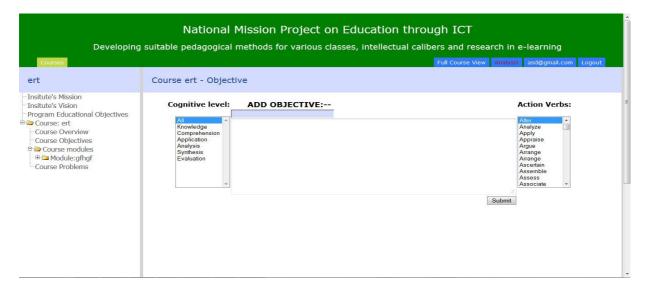
To insert course overview click on <u>Course Overview</u> button. After clicking <u>Course</u> <u>Overview</u> button you will see the page is shown below:



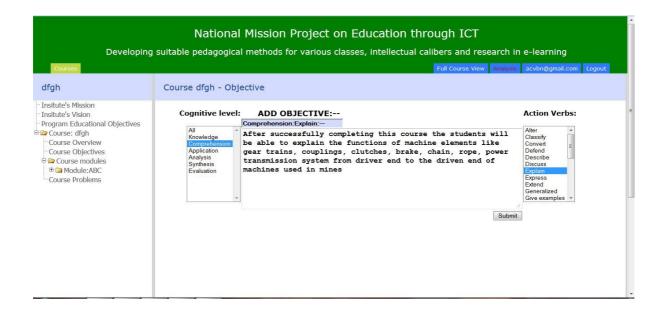
- > Then you can write course overview on edit box and you can also copy the text and paste it on edit box. To change the style of the text use the toolbar of rich edit text box.
- Follow the same procedure as <u>Course Overview</u>, if you want to add <u>Module</u> <u>Overview</u>, <u>Module Learning Strategy</u> or <u>Unit Summary</u>.

How to insert course objectives?

To insert course objective click on the <u>Course Objective</u> button and then you will see a text area on the right side as shown given below:-



- > At first select the **Cognitive Level** and then select the corresponding **Action Verbs**.
- > Then write your course objective on middle Column text area and click on submit button.
- Follow the same procedure as <u>Course Objective</u>, if you want to add <u>Module</u> Objective or Unit Objective.



How to insert an Image?

➤ If you want to insert an image, first convert the word file (.txt, .doc, .docx) into pdf format. If you are using Adobe reader then go to the upper toolbar =>>Edit=>>Take a snapshot and paste it to the text area.

How to insert an Equation?

➤ If you want to insert an equation, first convert the word file (.txt, .doc, .docx) into pdf format. If you are using Adobe reader then go to the upper toolbar =>> Edit=>> Take a snapshot and paste it to the text area.

How to insert Course Problems?

- > To insert a course problem, first click on the button <u>link with objective</u> which is just below the right hand corner of the text area then you will see a box will appear below the **link with objective** button.
- Then choose the suitable **course objective** for your problem by clicking the checkbox which is on left hand side of your objective.
- ➤ Then write/copy-paste your problem on upper text area and click on the submit button.
- > Follow the same procedure as <u>Course Problem</u>, if you want to add <u>Module Problem</u> or <u>Unit Problem</u>.