**Course Template** can help you get started, if you are new to using D2L to build a technology-enabled course.

# 1. What is it?

The template is a course that you can import into your course shell. It has

- Welcome Module and Module One set up
- Placeholders for the content in these modules
- > Welcome message in News that can be edited
- Copyright folder under Manage Files.

## 2. What does it look like?

## A. Modules and Content Placeholders

(You can easily edit the Modules and add content to the placeholders.)

My Home 🔿 Course Template - Te 👻	🔯   💐 💐 🎇 Rita St	evens 👻 🔅
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Welcome! 2		
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#### B. Instructions on how to change file

(Instructions on how to add your content to a placeholder is included)



The course overview is a document used to introduce your students to the course (why they are taking it) and to you. To view a sample, click <u>Course Overview</u>. if you like, you can download this sample, edit and upload here.

#### C. Welcome Message in News

(You can easily edit the welcome message in News.)



#### D. Copyright folder under Manage Files

(You can add any copyright permissions for your course to this folder.)

Content	Manage Files	Cou
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# How to import the template into a course shell in D2L?

**STEP 1**: Click <u>D2L CourseTemplate</u>. Save the zip file to your computer. In some browsers (i.e. Edge) your choice will be to **Open Folder** because it was automatically downloaded.

D2L_CourseTemplate (12).zip finished downloading.	Open	Open folder	View downloads	×
				*

**Step 2**: Log into your course shell in D2L. Click **edit Course** and choose **Import/Export/Copy Components** 



#### Step 3: Click Import Components and Start



**Step 4**: Drag and drop the D2L Course Template zip file or click upload and browse for the file. Click **Import All Components**.

![](_page_5_Picture_3.jpeg)

Step 5: Once it has been successfully imported, click **View Content**.

![](_page_6_Picture_1.jpeg)

## Step 6: View content.

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	To do this, click this text, delete this note and add your information.	
	New  Add Existing Activities	
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	Assignment 1   Name it *	4

# You are now ready to start editing and adding content to your course shell.