A picture containing shape

Description automatically generatedCourse-related material (syllabus, lecture notes, required reading, etc.) are typically located in the content area. The content area is comprised of various modules that contain related course materials, often referred to as topics.

*Viewing Content Pages*

1. **Click** on Content from the navigation bar (navbar).

A red arrow pointing to a course tool

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1. To access course materials, **click** on a module from the Table of Contents sections (located on the left-side of the page) (**1**) and then **click** on the course material topic you would like to access (**2**).

A screenshot of a course

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1. The topic will open like the one shown below.

A screenshot of a computer

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1. Once the topic is open, use the Content navigation menu to move back/forward through topics (**1**), create bookmarks (**2**). **Use** the drop-down menu next to the topic’s name to leave feedback on the topic, or to download it (**3**).

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1. **Use** the Side Panel (when viewing a topic) to jump quickly to another topic. **Use** the previous or next arrows to navigate between modules.

A screen shot of a computer

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1. If you need to print a topic, **click** on the Print button located near the bottom of the page.

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**Progress Tracking**

If applicable, D2L will keep track of the number of topics you have viewed in the content section of the course.

The progress bar shows your completion rate towards viewing all topics within a module.

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**There are two types of tracking:**

Automatic Tracking

Any topic you have not visited will be marked as incomplete (until you view it).

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Manual Tracking

If your instructor chooses to use manual tracking, you will need to manually check completed for any topic you view and/or complete. To do so click the completion box next to content topic to mark it as completed.

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