

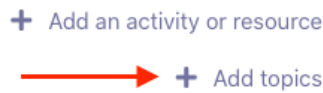
Adding a New Topic to the Top of a Course

Adding a new topic is easy, but moving it to the top of the course can be a little tricky. You can add a new topic as follows:

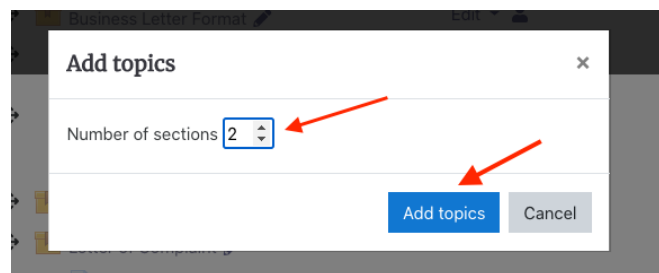
1. Click the **Turn Editing On** button at the top right of your course.



2. Scroll to the bottom of your course and click **Add Topics**.

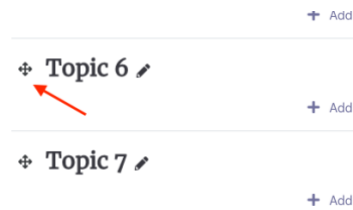


3. Set "Number of Sections" to the number you would like to add. Then click the Add Topics button.

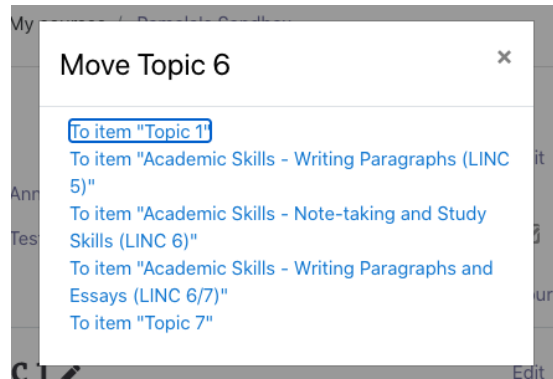


A new empty topic has been added at the bottom of the course page. To move the topic, you need to

1. Click the topic Move icon



A Move Topic panel appears



2. Click the section where you want to move the topic. (NOTE: It will move under that topic)
3. Refresh your page. NOTE: Please don't miss this step. There is a bug in this method. Your page may get messed up if you don't. You should refresh after each time you move something using this method. (You can also use this method to move activities.)
4. If you want the new topic at the top of the page, you should drag the new topic to the top of the course. You can make this faster by first dropping it below your first topic, as described above.