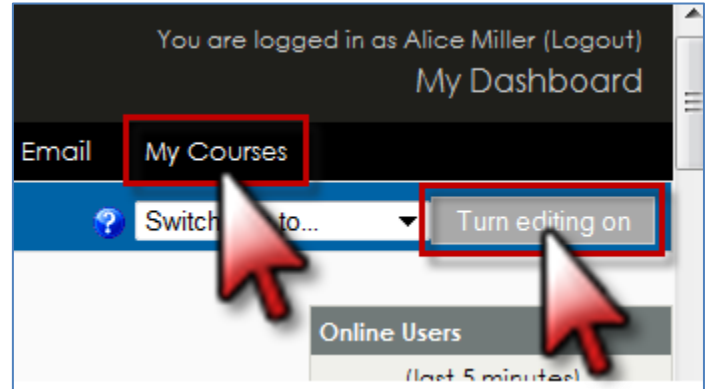


## [Begin Editing Your GoucherLearn Course](#)

Log in to your course by selecting it from the [My Courses](#) link in the upper right corner.

Click on the [Turn Editing On](#) button to open the editing tools.

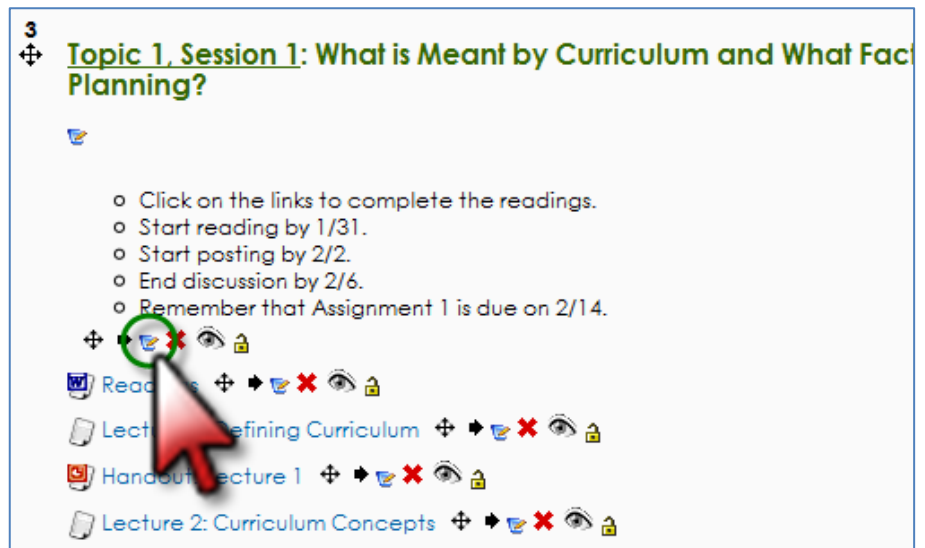


## [Edit Existing Text](#)

Scroll through each item in the middle of the screen.

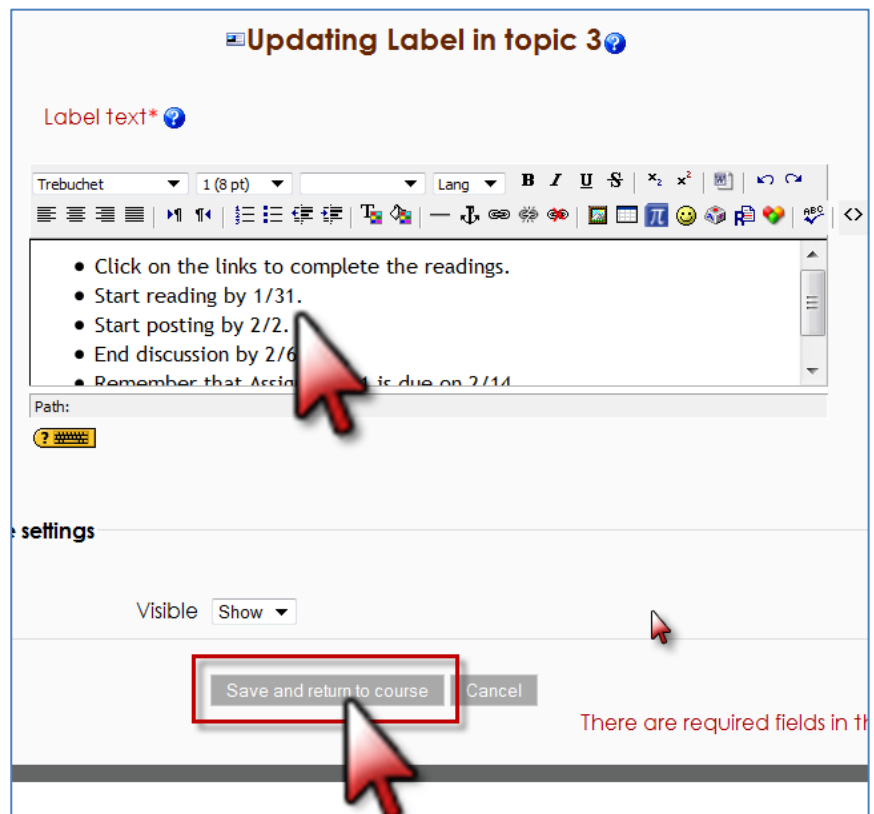
Every item has a series of small editing buttons directly following it.

To edit text, click on the [pencil](#) button.



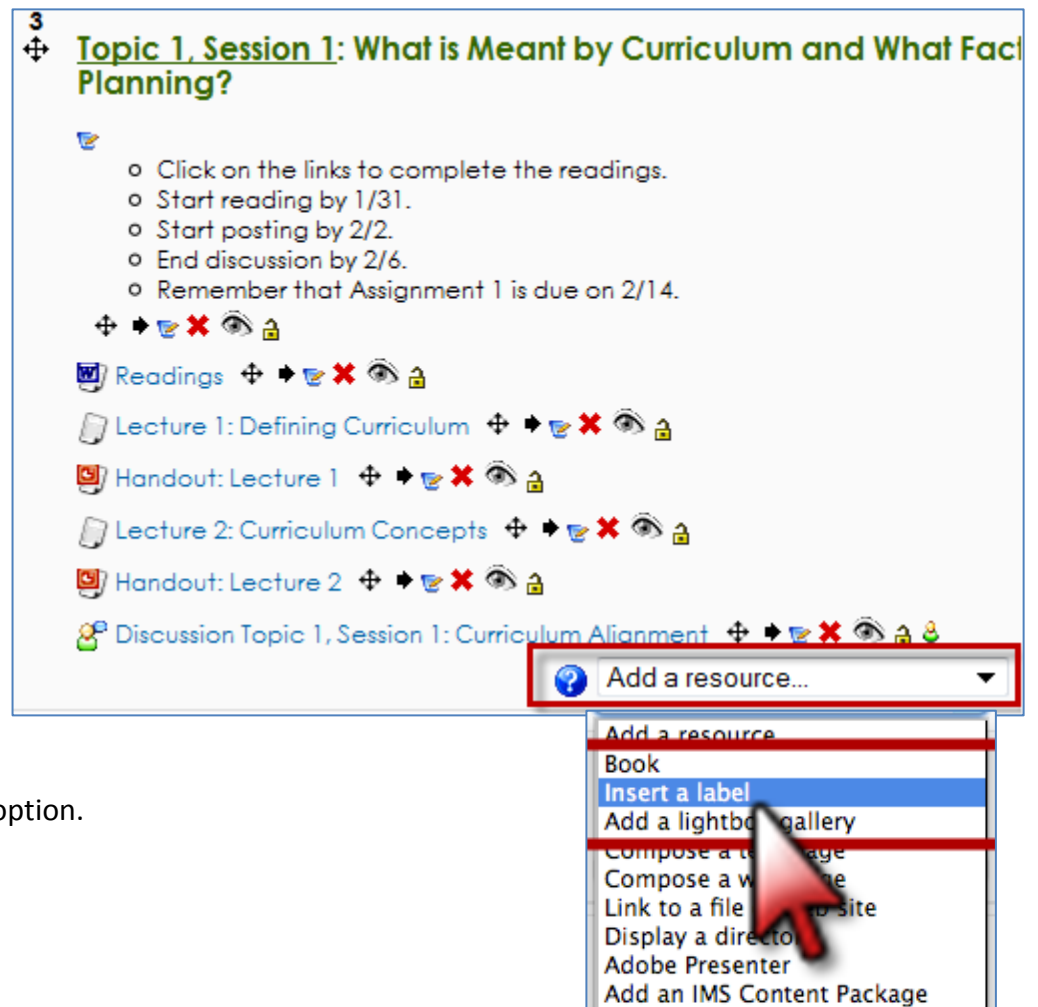
Edit the text in the text box (use the formatting tools as needed).

When finished, click on the [Save and Return to Course](#) button.



## Insert New Text

To insert NEW text in a Topic block, click on the **Add a Resource** dropdown menu at the bottom of that specific block.



3  
✚ **Topic 1, Session 1: What is Meant by Curriculum and What Factors Affect Curriculum Planning?**

- Click on the links to complete the readings.
- Start reading by 1/31.
- Start posting by 2/2.
- End discussion by 2/6.
- Remember that Assignment 1 is due on 2/14.

✚ ▶ 📖 ✖ 👁 🔒

📖 Readings ✚ ▶ 📖 ✖ 👁 🔒

📖 Lecture 1: Defining Curriculum ✚ ▶ 📖 ✖ 👁 🔒

📖 Handout: Lecture 1 ✚ ▶ 📖 ✖ 👁 🔒

📖 Lecture 2: Curriculum Concepts ✚ ▶ 📖 ✖ 👁 🔒

📖 Handout: Lecture 2 ✚ ▶ 📖 ✖ 👁 🔒

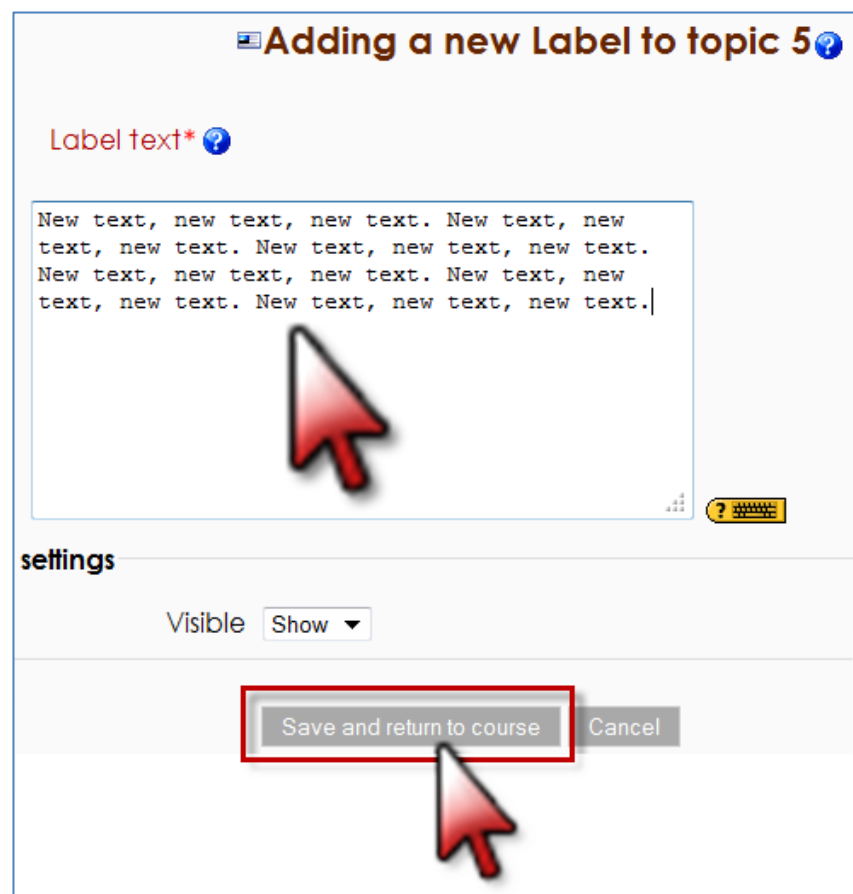
👤 Discussion Topic 1, Session 1: Curriculum Alignment ✚ ▶ 📖 ✖ 👁 🔒

🔍 Add a resource...

- Add a resource
- Book
- Insert a label**
- Add a lightbox gallery
- Compose a webpage
- Compose a webpage
- Link to a file or website
- Display a directory
- Adobe Presenter
- Add an IMS Content Package

Click on the **Insert a Label** option.

Type the new text into the textbox and click the **Save and Return to Course** button.



📖 **Adding a new Label to topic 5** ?

Label text\* ?

New text, new text, new text. New text, new text, new text. New text, new text, new text. New text, new text, new text. New text, new text, new text. New text, new text, new text. New text, new text, new text. New text, new text, new text.

settings

Visible

**Save and return to course** Cancel

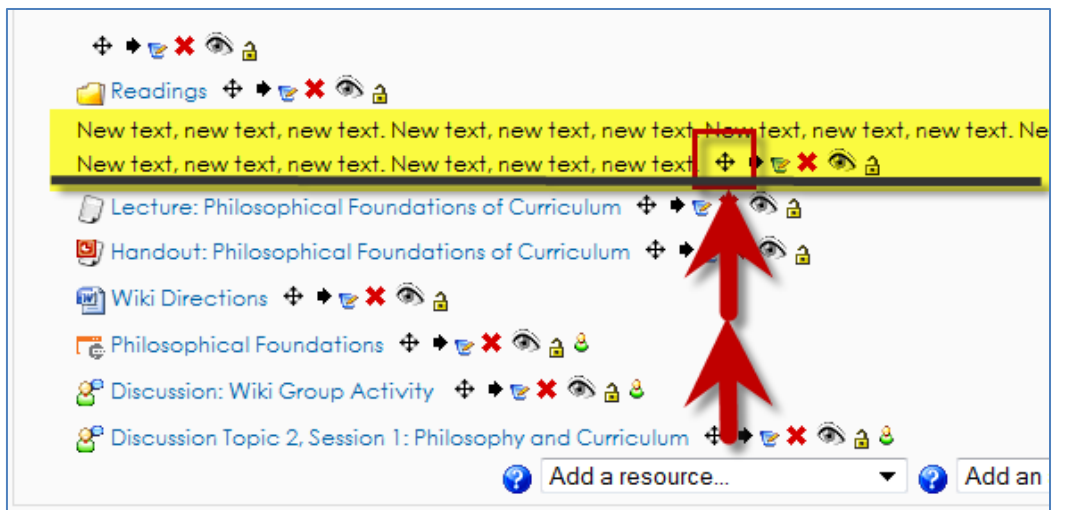
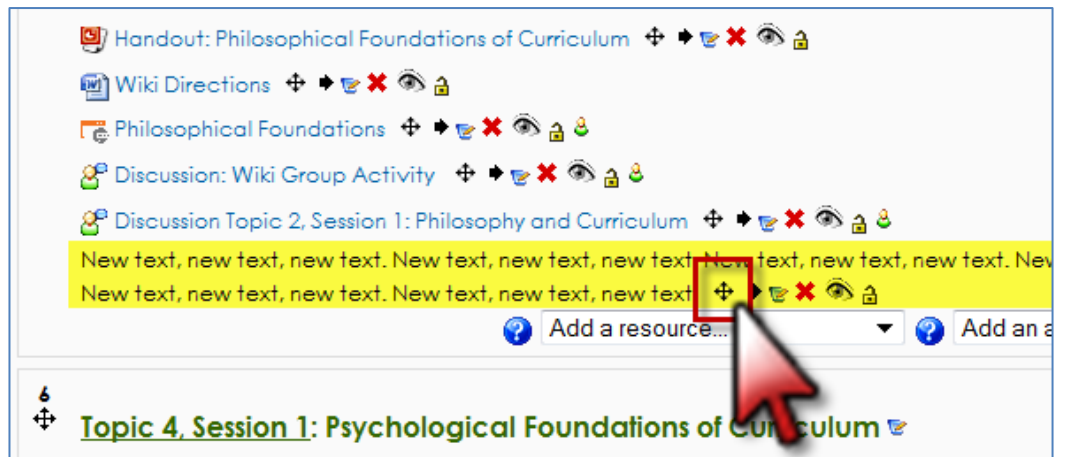
The new text will always appear at the bottom of the block you are working in.

To move it up, click on the **crossed arrows** button and drag the text up to the desired location in the lesson.

A place marker line will appear when you slowly drag the text so you can see where you are placing it.

If you miss your mark, the text will jump back down to the bottom of the block.

**Caution:** When you drag items from place to place in GoucherLearn, you must **SAVE YOUR WORK BEFORE LEAVING THE PAGE OR OPENING A LINK**. To save your work, simply click on the **Turn Editing Off** button. Turn editing back on to continue working.



## Delete or Hide Text

To delete text or items, click on the **Red X** that immediately follows it.

To hide an item from the students, click on the **Eye** that immediately follows it. Click on a Closed Eye to unhide it.

