This step by step guide will show you how to create or update an HTML page in your course.

Go to your Course - Access Content

Find your course through a search or through the last 10 courses accessed.

Once at your course home page:

Click on "Content"
Choose document and click "Edit HTML"

Find the document that you wish to edit.

Click the **drop down arrow** next to the document title.

Select "Edit HTML"
Begin editing

1. Click anywhere in the document to begin editing and updating information. You may need to scroll down to find the area of the document you wish to edit, such as dates.

2. Click the blue "Update" button when you are finished.
Review your changes

Now that you have updated. Scroll through the document to review your changes.