

Blocks on the Course Page

Adding a Block to a Course Page	3
Parts of a Block (editing mode)	3
Editing Block Settings	4
Hiding and Showing Blocks	4
Moving Blocks	5
Deleting Blocks	6

Overview

Elements that may be added to the right columns on a course page are called blocks. Blocks add resources and functionality to a course page. For example, the message block allows learners and instructors to quickly communicate from the course homepage, while the calendar block displays course, user, group, or site events on the course home page.

Blocks add quick access to important features of a course.

Refer to the *Working with Specific Blocks* file to learn how to configure and use recommended blocks.

Each course arrives with a *Navigation Drawer*. It contains the *Navigation options* for this course. These can be hidden or shown by toggling the *Navigation Show Hide icon* (marked below as number 1). When the navigation drawer is open, you can see navigation options in your course (marked below as number 2) and open your Dashboard and access Onyx elements outside your specific course (marked below as number 3).

The screenshot shows the Onyx Portal interface for a course titled "Beverly's Class". The interface is divided into several sections:

- Top Header:** Contains the Onyx logo, a settings gear icon, a green "Onyx Portal" button, and a user profile for "Beverly Davis".
- Navigation Drawer (Left):** A vertical menu with two main sections:
 - Course-specific options (marked 2):** Includes "Participants", "Grades", "Welcome to Onyx!", "UNIT - Shop for Clothes (CLB 2)", and "Getting Started in Onyx: Learners".
 - Global options (marked 3):** Includes "Dashboard", "Site home", "Calendar", "Private files", and "My courses".
- Main Content Area:**
 - Header:** "Beverly's Class" with a breadcrumb trail: "Dashboard / My courses / Beverly's Class".
 - Welcome to Onyx!:** A section with an "Announcements" icon and text: "Before you start teaching your course, review these resources:". It lists two main categories: "Getting Started in Onyx: Instructors" (with sub-points: "complete the activities to learn about Onyx" and "read Starting Your Course on Onyx: Tips and Teaching a Unit on Onyx: Tips") and "Getting Started in Onyx: Learners" (with sub-point: "you can teach this unit first to introduce learners to online learning and Onyx").
 - Calendar:** A calendar for August 2021 with a table of dates and a legend for event visibility options: "Hide site events", "Hide category events", "Hide course events", and "Hide group events".

As an instructor, you can add additional features and functionality to your courses through blocks.

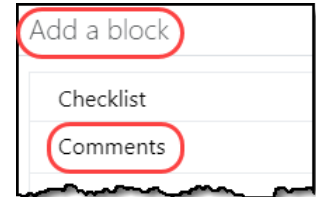
Adding a Block to a Course Page

Blocks may be added to the right column on a course page.

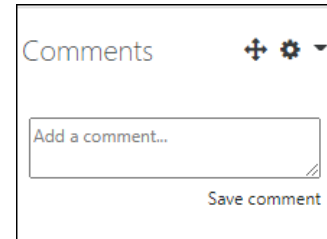
1. On the top of your course page, click the *Turn Edit On* button.



2. In the left column of the course page, at the very bottom of the Navigation Drawer, click on the *Add a block* link. A menu of possible blocks appears. Choose an option. We will use *Comments* for this example.



3. The *Comments* block appears in the right column of the course page.



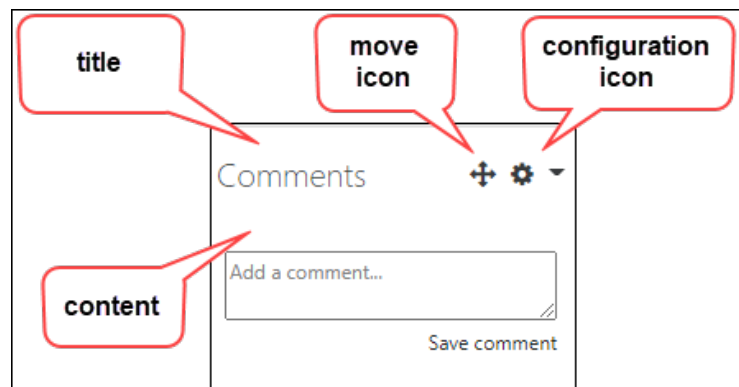
4. On the course page, click the *Turn Edit Off* button.



Learners view a block with the block title and the block content only. For an instructor, if editing is turned on, an edit icon and move block icon become available. More details on configuring specific blocks can be found in the *Working with Specific Blocks* help file.

Parts of a Block (editing mode)

We will use the *Comments* block to describe the parts of a block. Different blocks will have different content, but the main areas indicated below are consistent.



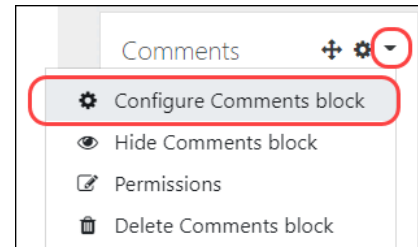
Editing Block Settings

In this example, we use the *Comments* block.

1. On the course page, click the *Turn Edit On* button.

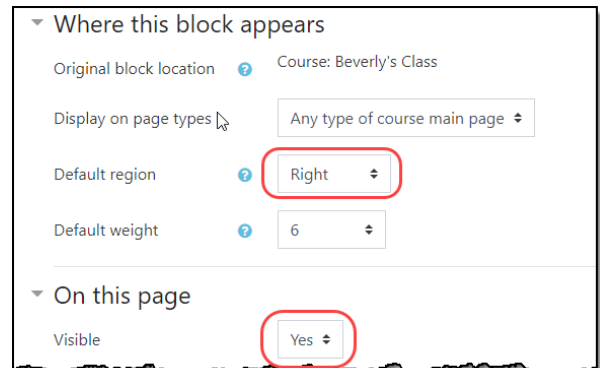


2. On the *Comments* block, click on the *Action menu* icon. A block editing menu appears. Click on the *Configure Comments block* link.



3. The Configuration options for the block appears. **Each block will have its own unique settings.** Options for positioning the block and block appearance controls are available there.

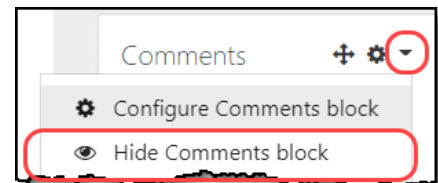
Use the Default Region drop-down menu to display the block in the right column. Ensure that the Visible setting is set to yes if you want your learners to see this block.



4. Click the *Save changes* button when finished.

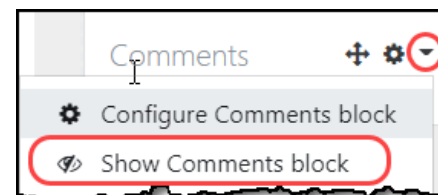
Hiding and Showing Blocks

1. With editing turned on, go to the block and click on the *Action Menu*.
2. Choose *Hide Comments block*



The *block* is hidden from learners; as an instructor, you will still see the block while in editing mode.

3. To show the block, click on the *Action menu*, and choose *Show Comments block*
4. The block is now available for learners too.



Moving Blocks

In the example on the right, the instructor has three blocks.

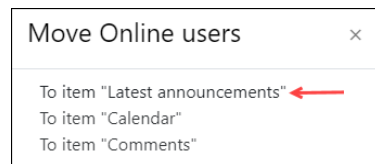
1. Online Users
2. Latest Announcements
3. Calendar

The instructor wants to move the *Online users* block below the *Latest announcements* block.

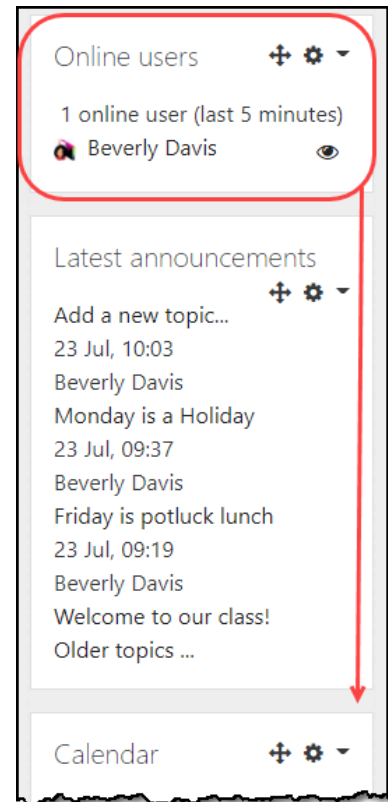
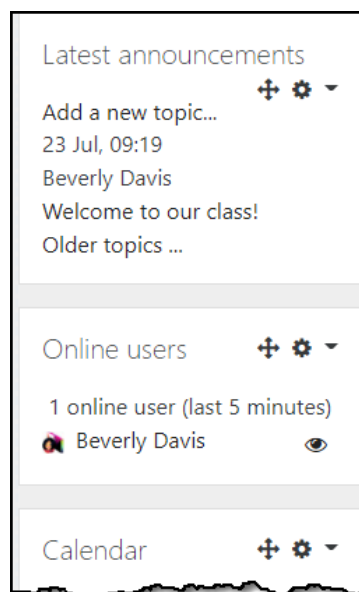
1. With editing turned on, click on the *move icon* in the *Online Users* block.



2. The *Move Online users* pop up appears. Click on "To item *Latest announcements*" to move the *Online Users* block below the *Latest announcements* block.

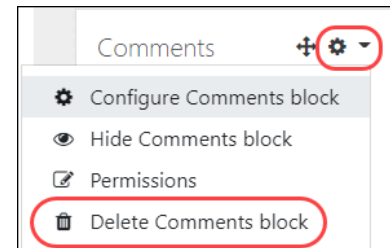


3. The blocks have been reordered.



Deleting Blocks

1. With editing turned on, locate the block to be removed and click on the *Action Menu* icon within that block.
2. Choose the option *Delete "block name" block*.
3. Click *Yes* to confirm the deletion.



Confirm

Are you sure that you want to delete this block titled Comments?

4. The block is removed from the course homepage.