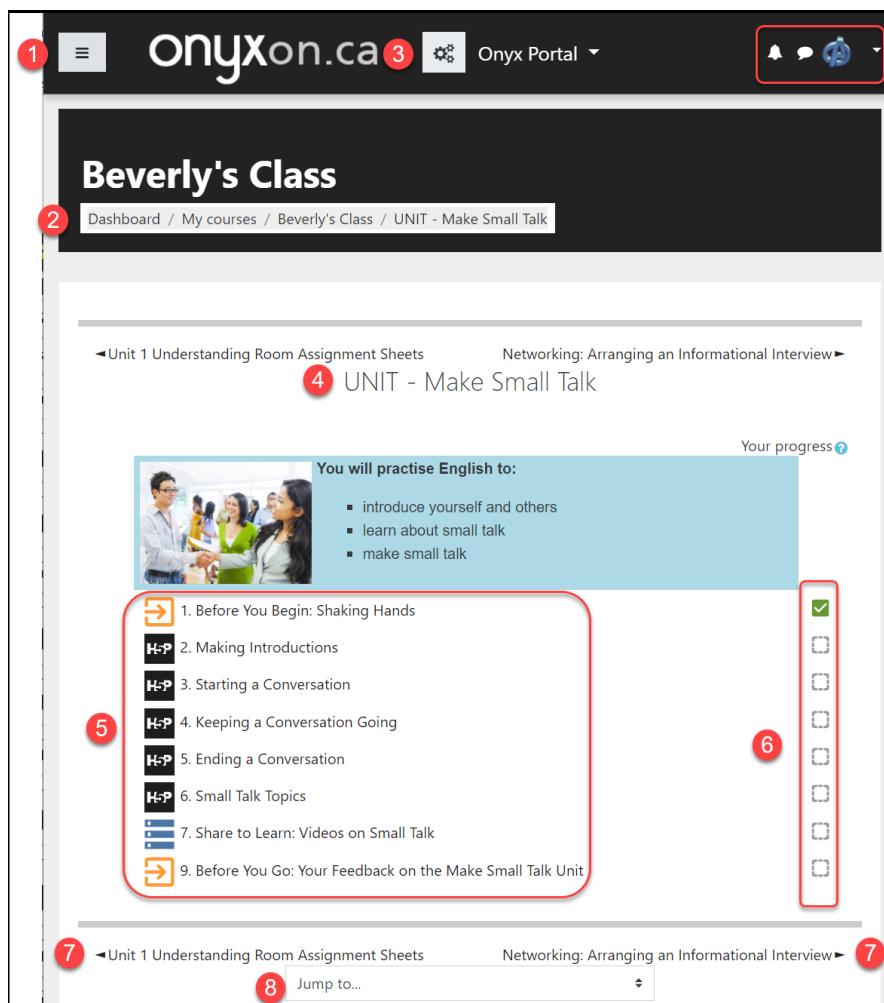


Course Navigation

Course Homepage

There are many ways to navigate around your course. The options available are:

1. The Navigation Drawer
2. The Breadcrumb Menu
3. The Course Dashboard
4. Unit Title
5. Activities and Content List
6. Activities Completion Checkboxes
7. Activity Navigation Links
8. Unit Navigation Links

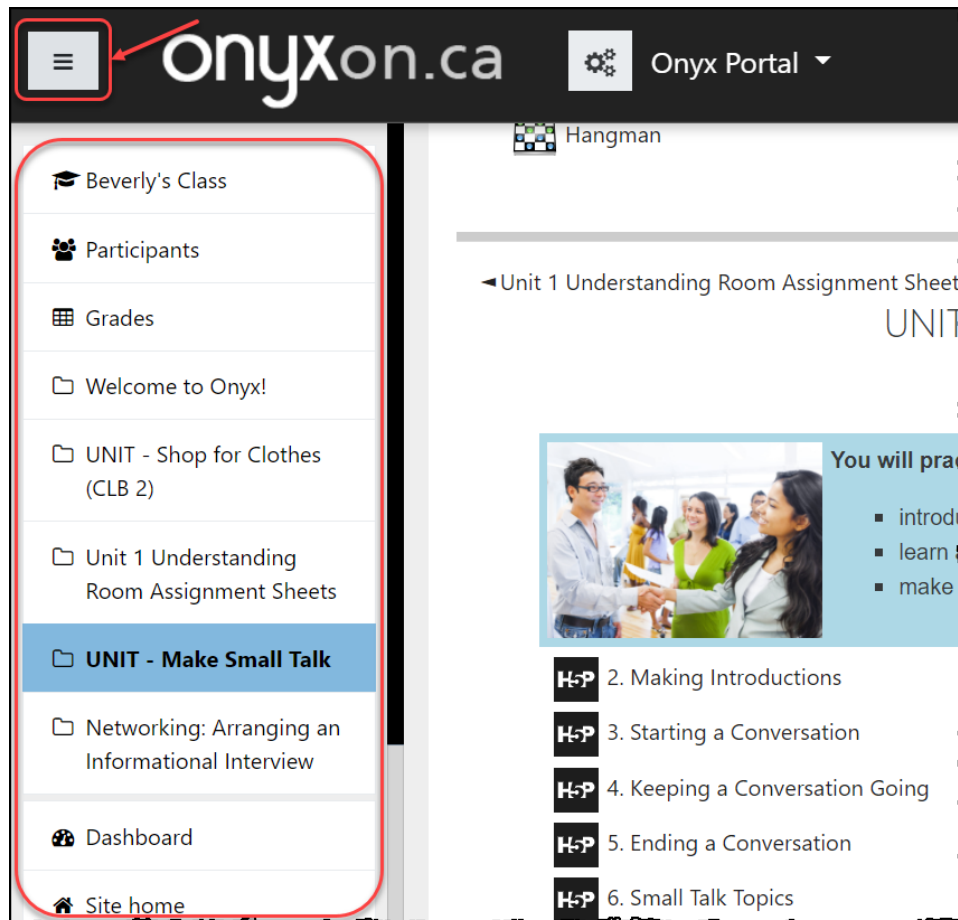


The Navigation Drawer

The *Navigation Drawer* allows you to quickly go to course sections and some other site resources. It can be hidden or shown with a click of the *Navigation Drawer* icon.

Note that the *Navigation Drawer* is hidden in the image above.

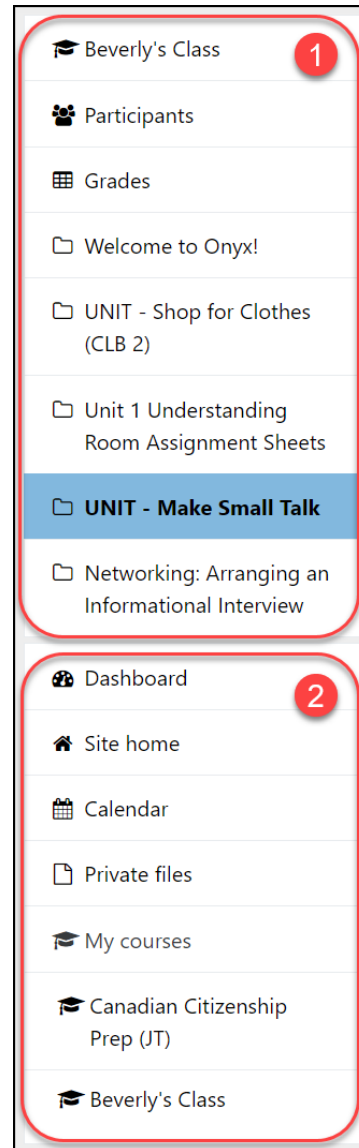
Click on the *Navigation Drawer* icon to view the *Navigation Drawer*.



The *Navigation Drawer* has two parts.

1. Course Navigation.

To go to different *Topics* in your course, click on the 'Part 1' links in the *Navigation Drawer*.

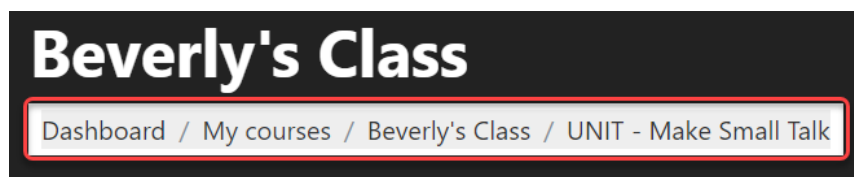


2. Site Navigation.

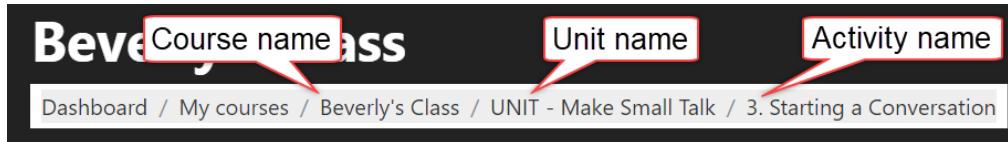
To go to different courses or places on the site, click on the desired place in 'Part 2'.

Breadcrumb Menu

The *Breadcrumb menu* is the best way to move around a course. You can find the *Breadcrumb menu* at the top of each course, under the course title. The *Breadcrumb menu* shows the course name and unit name.



If you have opened an activity, it will also show in the *Breadcrumb menu*.



After finishing an activity, you can go back to the unit page by clicking on the *Unit name* or to the course *Homepage* by clicking on the *Course Name*.

The Course Dashboard

At the top of your course is the *Course Dashboard* icon.

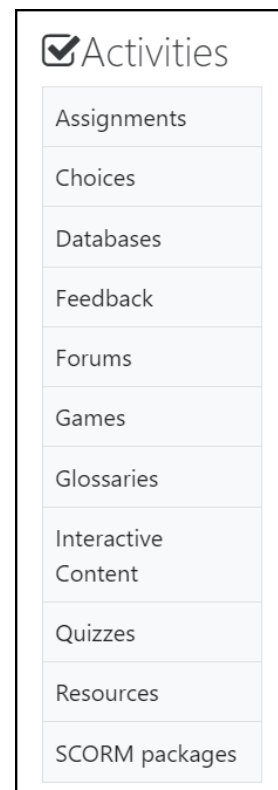


The *Course Dashboard* lets you go to different kinds of activities in your course.

Click on the *Course Dashboard* icon.

All of the *activity types* currently available in your course appear in a list.

Note that there may be more activities your instructor will open later.



When you click on any of the *Activities*, a list of available learning objects appears. In this example, the learner has clicked on *Interactive Content*.

Topic	Name	Content Type
UNIT - Shop for Clothes (CLB 2)	2. Vocabulary: Looking for Clothes	Course Presentation
UNIT - Shop for Clothes (CLB 2)	10. Do you have a different colour?	Course Presentation
UNIT - Make Small Talk	2. Making Introductions	Course Presentation
UNIT - Make Small Talk	3. Starting a Conversation	Course Presentation
UNIT - Make Small Talk	4. Keeping a Conversation Going	Course Presentation
UNIT - Make Small Talk	5. Ending a Conversation	Course Presentation
UNIT - Make Small Talk	6. Small Talk Topics	Course Presentation

Clicking on the name of each *Activity* will take you to the *Activity* page.

Topics Menu

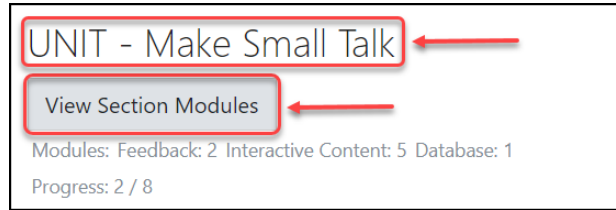
The *Topics Menu* is the list of course names and their activities and resources on the course *Homepage*. When you open your course *Homepage*, these topics might be *Collapsed*. This means that you will only be able to see the name of each unit.

Unit 1 Understanding Room Assignment Sheets
View Section Modules
Modules: Glossary: 1 Choice: 1 Assignment: 1
Progress: 0 / 2

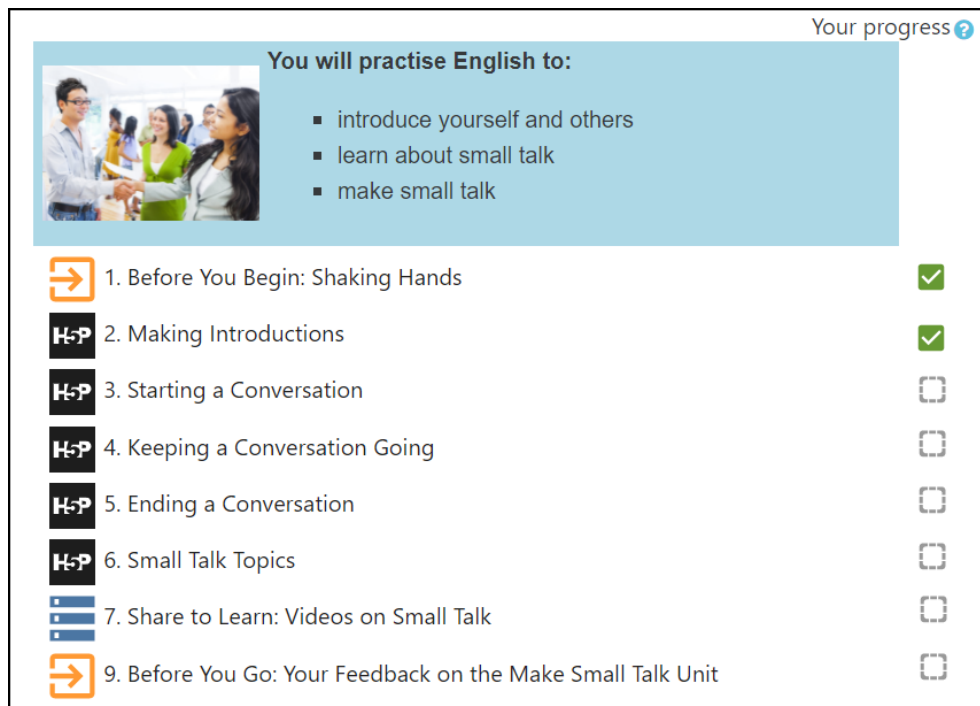
UNIT - Make Small Talk
View Section Modules
Modules: Feedback: 2 Interactive Content: 5 Database: 1
Progress: 2 / 8

Networking: Arranging an Informational Interview

1. To view the unit activities, click on the unit name. You can also click on the *View Section Modules* button if available.



2. Scroll down the course *Homepage* to see the list of *Activities* in the unit you have opened.



Your progress ?

You will practise English to:

- introduce yourself and others
- learn about small talk
- make small talk

1. Before You Begin: Shaking Hands
2. Making Introductions
3. Starting a Conversation
4. Keeping a Conversation Going
5. Ending a Conversation
6. Small Talk Topics
7. Share to Learn: Videos on Small Talk
9. Before You Go: Your Feedback on the Make Small Talk Unit

3. Click on an activity link to start the activity.

Note that you should do the activities following their order on the Homepage from the top of the unit downwards as they are listed.

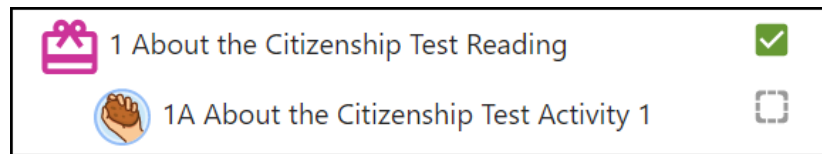
Activity Completion and the Topics Menu

In some courses, after you complete activities, more activities will appear.

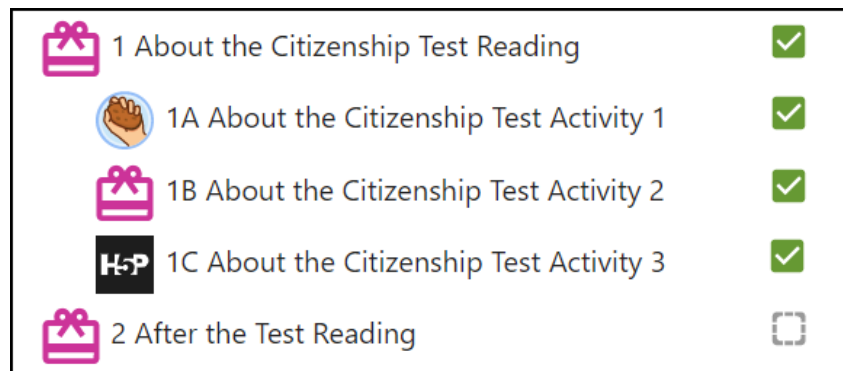
1. When you start some *Unit Activities* sections, it looks like there is only one activity.



2. After the first activity is completed, the *Activity Completion* check box is checked and another activity appears.



3. This continues as you complete activities, until all of the *Unit Activities* are complete.



Note: In units that do not show activities until other activities are complete, you may wonder how many activities there are in a unit. Refer to the *Unit Checklist*, if provided, to see a list of all activities in the unit.

Unit Navigation Links

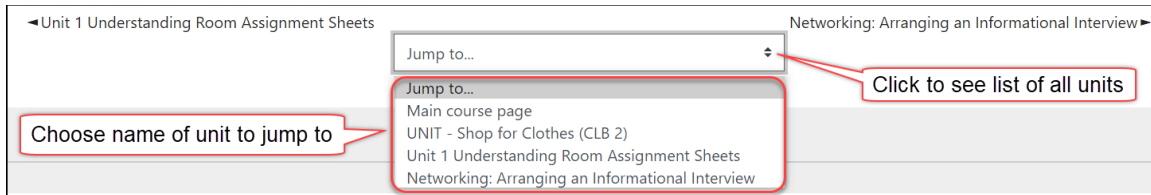
Above and below each unit there are links with left and right arrows. You can go to other units directly using these links.

1. Click on the arrows to go to the previous or next units.



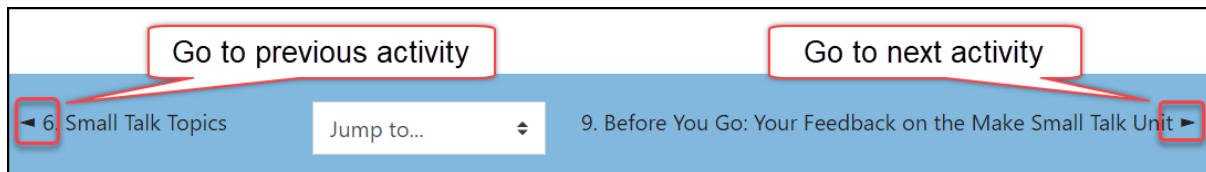
At the bottom of the unit, there is a *Unit Navigation* drop down menu that allows you to go to other units.

2. Click on the *Jump to ...* drop down menu and click on the unit name.



Activity Navigation Links

Similar to the *Unit Navigation Links*, there are *Activity Navigation Links* at the bottom of each activity.



1. Click on the arrows next to each to see the previous or next *Activities*.

You can choose to go directly to any other activity available in your courses.

2. Click on the *Jump to ...* drop down menu and click on the *Activity* name.

