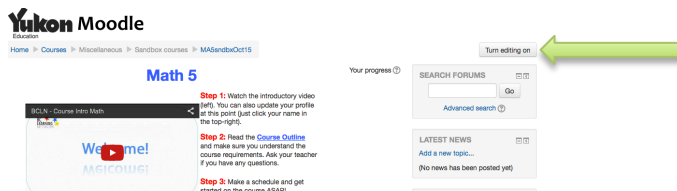*Yu-Can Moodle Step-by-Step*

## How to EDIT course content

You must be enrolled in the course as an editing 'Teacher' in order to access the editing functions.

1. Open the **course**

2. **Turn editing on**. This can be done by either:

    a. Click the 'Turn editing on' button, located in the upper right corner of your course main page

    OR

    b. Go to: Administration > Course administration > **Turn editing on**

3. Scroll to the section, activity or resource you wish to edit.
    a. You can HIDE a **section** by clicking the "eyeball' icon next to the section heading:
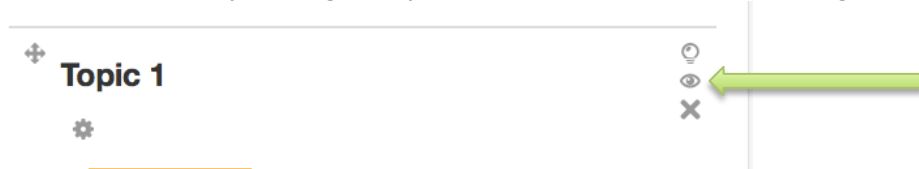
    b. With an **activity or resource**, your editing options are found by clicking **'Edit'** to the right of the item, then **'Edit settings'**.

        Scroll down the page to explore the various editing options, and make any changes you wish.

    Remember to hit either **'Save** **and return to course'** or **'Save and display'**