Changing the Course Name

1. If Control Panel is not expanded, click the words Control Panel.
2. Click Customization.
3. Click Properties.
4. You should now be on the Properties page.
5. In Section 1: Name and Description, type your desired course name in the text box next to Course Name.
6. Click Submit.
7. To confirm the Course Name was changed, look in the screen area above your course menu and you will see a green status bar with a message that states “Properties have been updated.”