

Adding Pages and Tools

1. In the Designer Options tab, click on “Add page or Tool” under Designer Links.
2. Click on the type of tool you wish to add.
The following are types of tools you might choose to add:
 - Pre-programmed tools (discussion board, e-mail, quiz, glossary, content module, etc.)
 - Single page (pages created in Dreamweaver or other web authoring software)
 - Organizer page (creates the hierarchy to build your site)
 - URL
3. If you have chosen to use the Wizard (if available), follow the instructions. If not, proceed with step 4.
4. Type the page title.
5. Select whether you would like the link displayed on an Organizer page (such as the homepage), on the Course Menu or both.
6. Select whether you want the title or just the icon to appear.
7. Select the default icon or browse the icons for a customized one in the WebCT icon database.
8. Click “add.”