Visibility and Completion Options in Content Modules
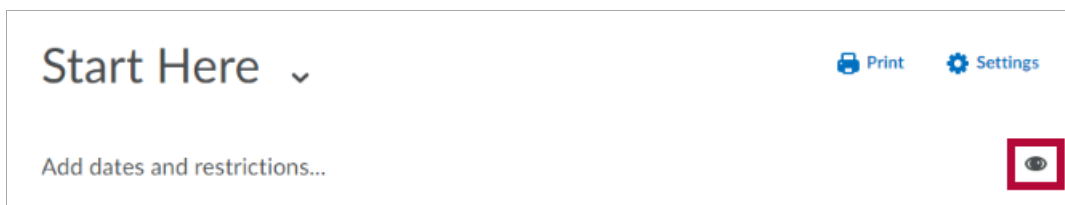
Modules and topics have the ability to be hidden or made visible. Additionally, Faculty can adjust how users track their completion of modules and topics in D2L.
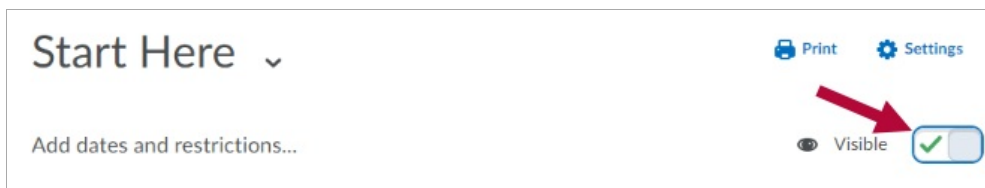
Show Video Walkthrough
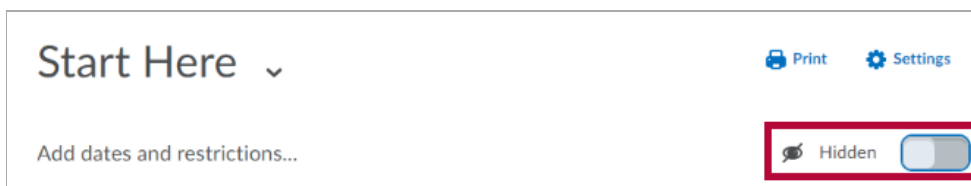
Adjust Visibility of Modules and Sub-Modules

1. From **[Content]**, click the name of the module you want to hide or make visible.

2. Click the **[Eye]** icon in the upper right side of the screen.
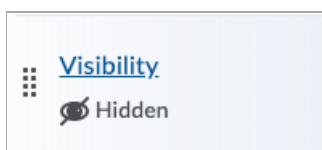

3. A **[Toggle]** will appear showing a green **Checkmark**.

4. Click the **[Toggle]**, and the **Checkmark** will disappear. You will also see the label **Hidden** and the eye will have a slash through it.
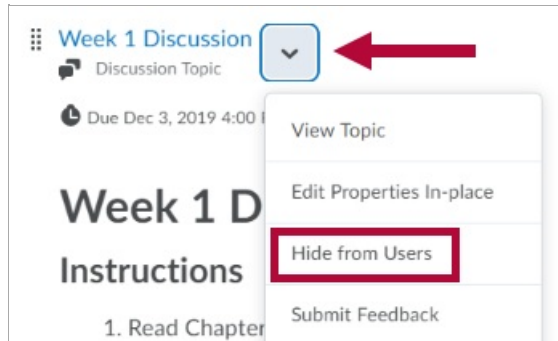

5. Hidden modules will also be indicated in the **Table of Contents**.
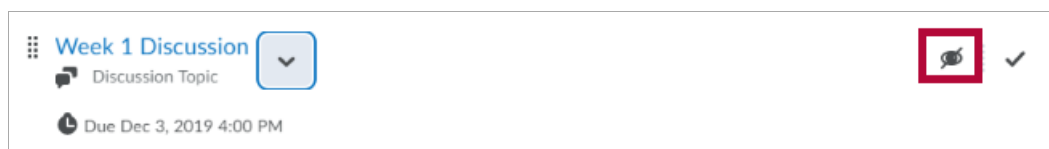

Adjust Visibility of Content Topics

1. Click into the module.

2. Click the **[dropdown arrow]** beside the content topic you want to hide/make visible.

3. Select **[Hide from Users]** or **[Make Visible to Users]** .

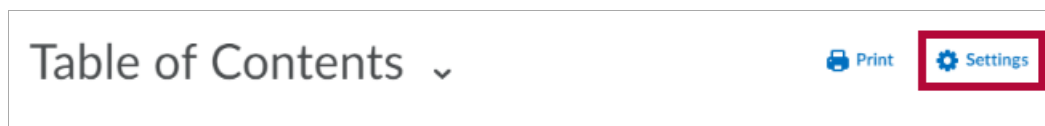4. The **[Eye]** icon will appear to the right of the content topic, indicating the topic's visibility. You can click this icon to turn the visibility on and off.

Adjust Completion Tracking of Content Topics

1. From **[Content]**, click the **[Settings]** icon on the upper right side of the screen.

2. Scroll down to **Completion Tracking**. Click the **dropdown menu** to make a selection.

Content Settings ✕

☑ Enable HTML Templates

☐ Sort HTML Templates by name

Templates   **Change Path**
Path: /shared/**HTML-Template-Library**/

Any HTML files contained in the template directory can be selected when authoring HTML documents

Default Font Settings

-- Browser Default - ⌄   -- Browser Default - ⌄

Sets the default font face and size for new documents created using the HTML Editor.
Drag and Drop Save Behavior

☐ Show a prompt to choose a folder in Course Files
☐ Replace files with the same name

Completion Tracking

Default Completion Status

Not Required ⌄

All new topics use the default completion status

Save   **Cancel**

- **Required: Automatic** - This is the default setting for course content. This setting automatically marks visited content complete when students click on the links inside of a module. A progress bar will appear at the top of each module, and a checkmark will appear beside each content item that has been viewed.

100 %   5 of 5 topics complete

Chapter 1 Quiz- Requires Respondus LockDown Browser
❓ Quiz
🕐 Due Sep 15, 2019 11:59 PM   🕐 Starts Sep 9, 2019 12:00 AM   Ends Sep 16, 2019 12:00 PM

- **Required: Manual** - This setting also shows a progress bar, but allows students to check a box when they have visited content.

20 %   1 of 5 topics complete

Chapter 1 Quiz- Requires Respondus LockDown Browser   Updated ☑
❓ Quiz
🕐 Overdue - Sep 15, 2019 11:59 PM   🕐 Starts Sep 9, 2019 12:00 AM   Ends Sep 16, 2019 12:00 PM

- **Not Required** - This setting does not record completion for students.

3. Click **[Save]**.