



Glossary

Programme administrators / Instructors might use Glossary activity to allow you to create, show and search a list of short entries. Then you and other course participants can comment these entries.

Create a new entry in Glossary activity

- 1) In course main page, press the name of the Glossary activity
- 2) In Glossary page, press **[Add a new entry]**
- 3) Enter the entry's concept (i.e. the word you want to define) and definition
- 4) If necessary, enter the concept's keyword(s)
- 5) If necessary, select, drag and drop to upload file(s) from your computer's File Explorer to the **"Attachment"** field
- 6) If necessary, press **"Auto-linking"** category, then select the appropriate options:
 - **This entry should be automatically linked** - If enabled, the entry will be auto-linked wherever the concept or keyword(s) appear in the course main page
- 7) Press **[Save changes]**

Note:

- 1) In Glossary page, at the bottom right corner of an entry, you can press  [Delete entry] and  [Edit entry] respectively to delete/edit the entry.
- 2) Whether you can comment other students' entries depends on the Glossary activity's setting modified by programme administrators / instructors.