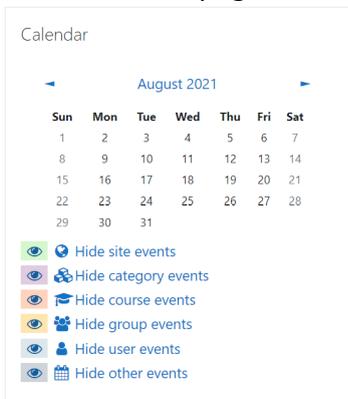
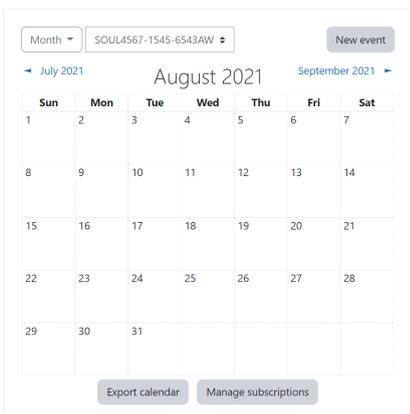


Adding an event to course calendar

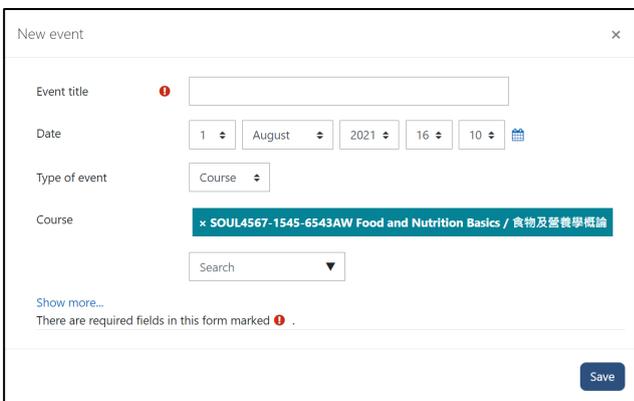
1) In course main page, locate or add the calendar block as below



2) Click the month for the event to be added, the following screen will be shown



3) Click “New event” at top right corner, then input the name of the event and the corresponding date and time of the event in the dialog shown below



4) Click “Save”. The event is added to the course calendar.