Hiding Modules and Topics from Students – D2L Tutorial

This tutorial is designed for faculty who have previous experience using the Content tool in D2L. For further information or assistance, go to our Team Dynamix Support portal and click the appropriate Category to submit a ticket.

Scenario

This tutorial will cover the steps involved when you wish to hide modules and topics from students using the **Hidden/Visible** function.
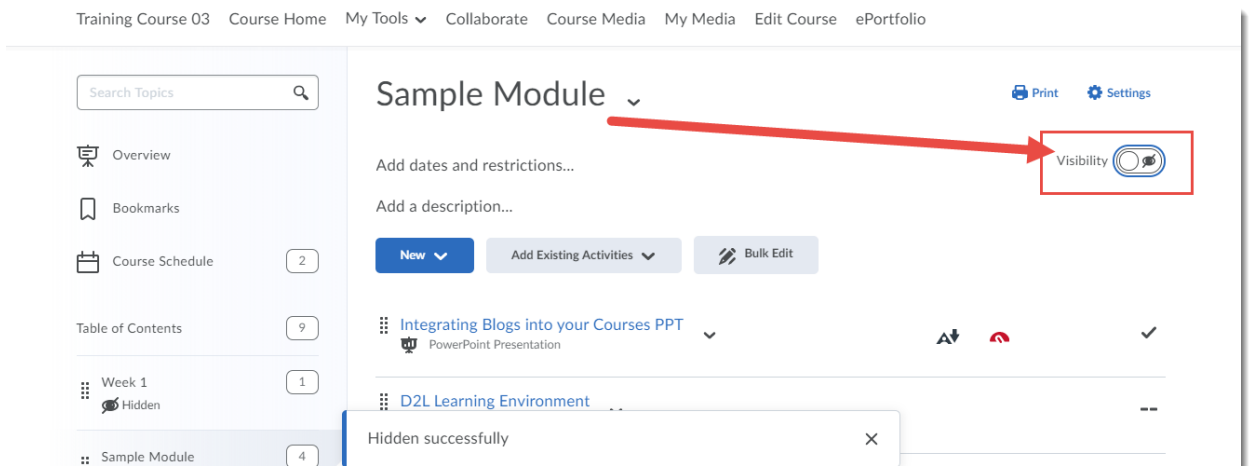
Steps

1. Go to the Content tool in your course. Then, in the **Table of Contents** box, click on the title of the Module you want to work with.

2. If you want to hide the entire Module, first, click the open eye icon (at the top-right of the Module page).
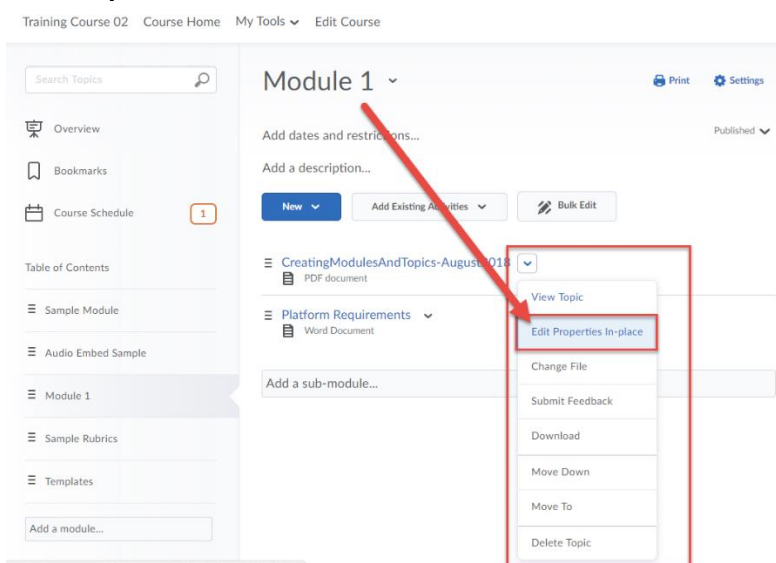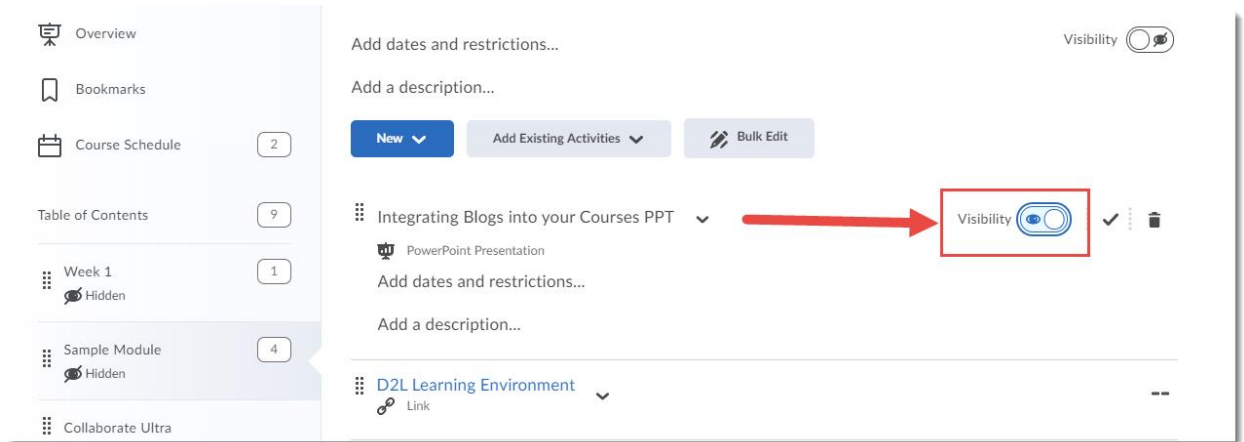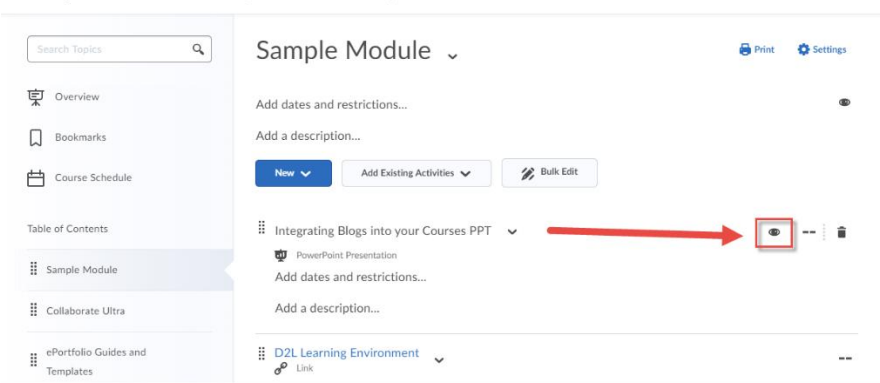
3. Then, click the eye icon to change the status of the Module from **Visible** (the open eye) to **Hidden** (the closed eye as seen here). This will hide all Topics in the Module until you make the Module **Visible** again.
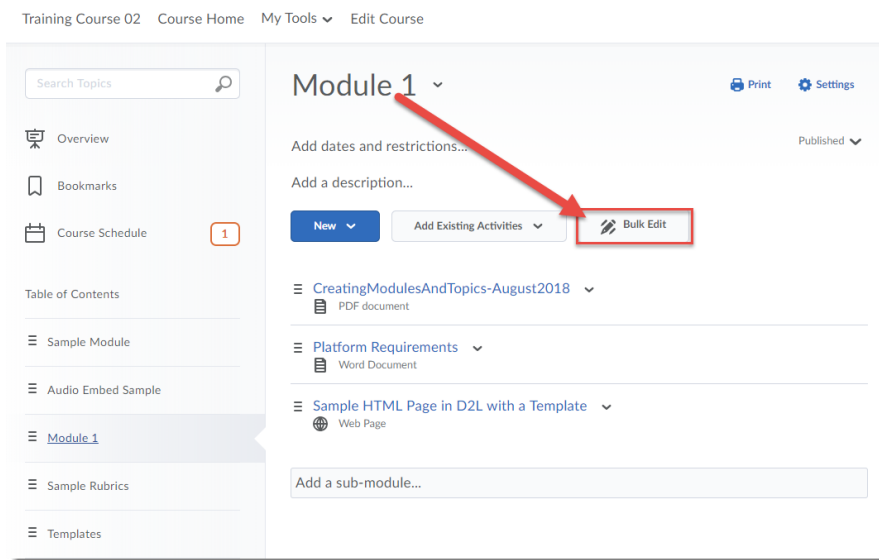

4. If you would like to hide only one Topic, click on the down arrow next to the Topic title and select **Edit Properties in Place**.
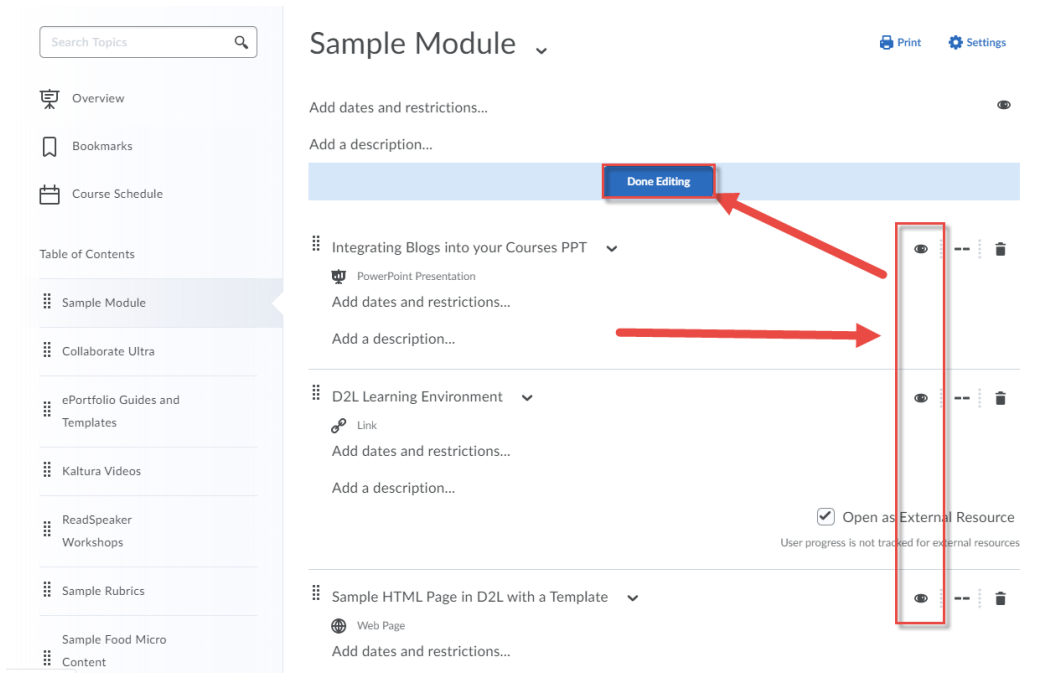
5. Click the open eye icon (at the top-right of the Topic title) and, as for hiding a Module, click the eye icon to change the status of the Topic to **Hidden**. This will hide this one Topic from students until you make the Topic **Visible** again.

6. If you want to hide multiple Topics in a Module (but not all of them), click **Bulk Edit** on your Module page.

7. Click the open eye icon (at the top-right of the Topic title) and click the eye icons to change the status of all the Topics you want to hide to **Hidden,** then click **Done Editing**.

Things to Remember

If you set Topics or Modules to *Hidden*, you will need to remember to go back and make them *Visible* them for your students to see them. You can also keep a Module or Topic *Visible* and use the **Add dates and restrictions** function to automate their release to students.