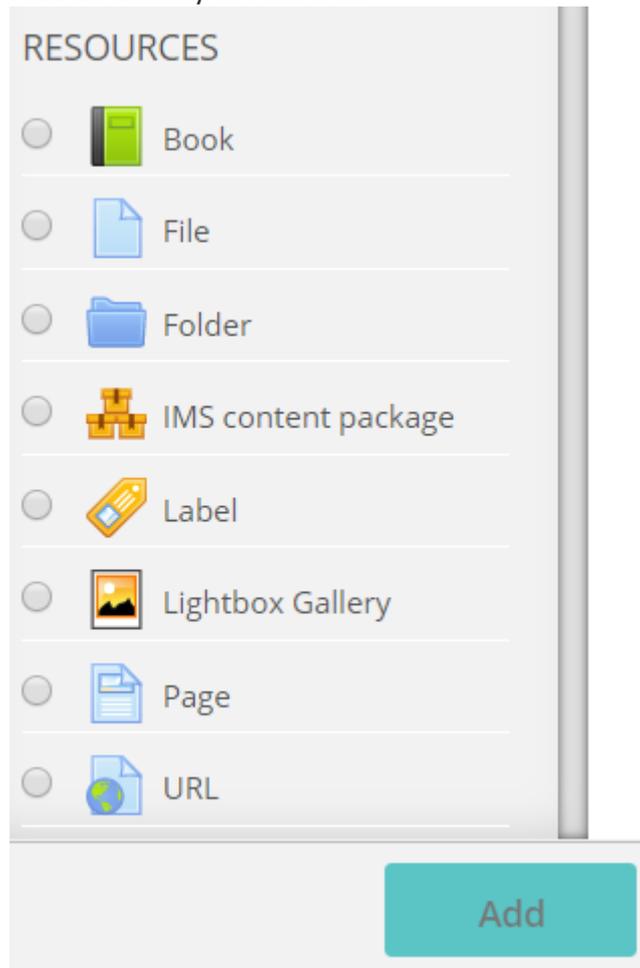


How do I add a Book to a Moodle course?

1. Open your course
2. Turn editing on

Turn editing on

3. Go the section you would like to add the Book
4. Click Add an activity or resource



5. Select Book and click Add
6. Type in the:
 - Name of the Book
 - Description
 - Tick: Display description on course page
 - Appearance: **None** for Chapter formatting, (better done manually)
7. Click: Save and return to course

Add Chapters to a Book

1. Click on the Book
2. Type in Chapter Title and Contents
3. Click Save changes

▼ Add new chapter

Chapter title*

Subchapter

(Only available once the first chapter has been created)

Content*

Paragraph ▼ **B** *I* ☰ ☷ 🔗 🔗 🔗 🖼️ 😊 🎬 📄 X² X₂

Editing a Book

Make sure Editing is on

1. Click: Edit. (*The grey pencil allows you to quickly edit the title*)
2. Click: Edit Settings

