How to Post a Syllabus on Moodle

1. Turn editing on
2. In the topic outline, select “Add a resource”
3. Click “Link to file or website”.
4. Enter name of syllabus
5. Click “choose or upload a file”
6. Click “upload a file”
7. Click “Browse”
8. Select File
9. Click “Upload this file”
10. Click “Choose” beside syllabus file name.
11. Select “New Window”
12. Click “Save and return to course”.