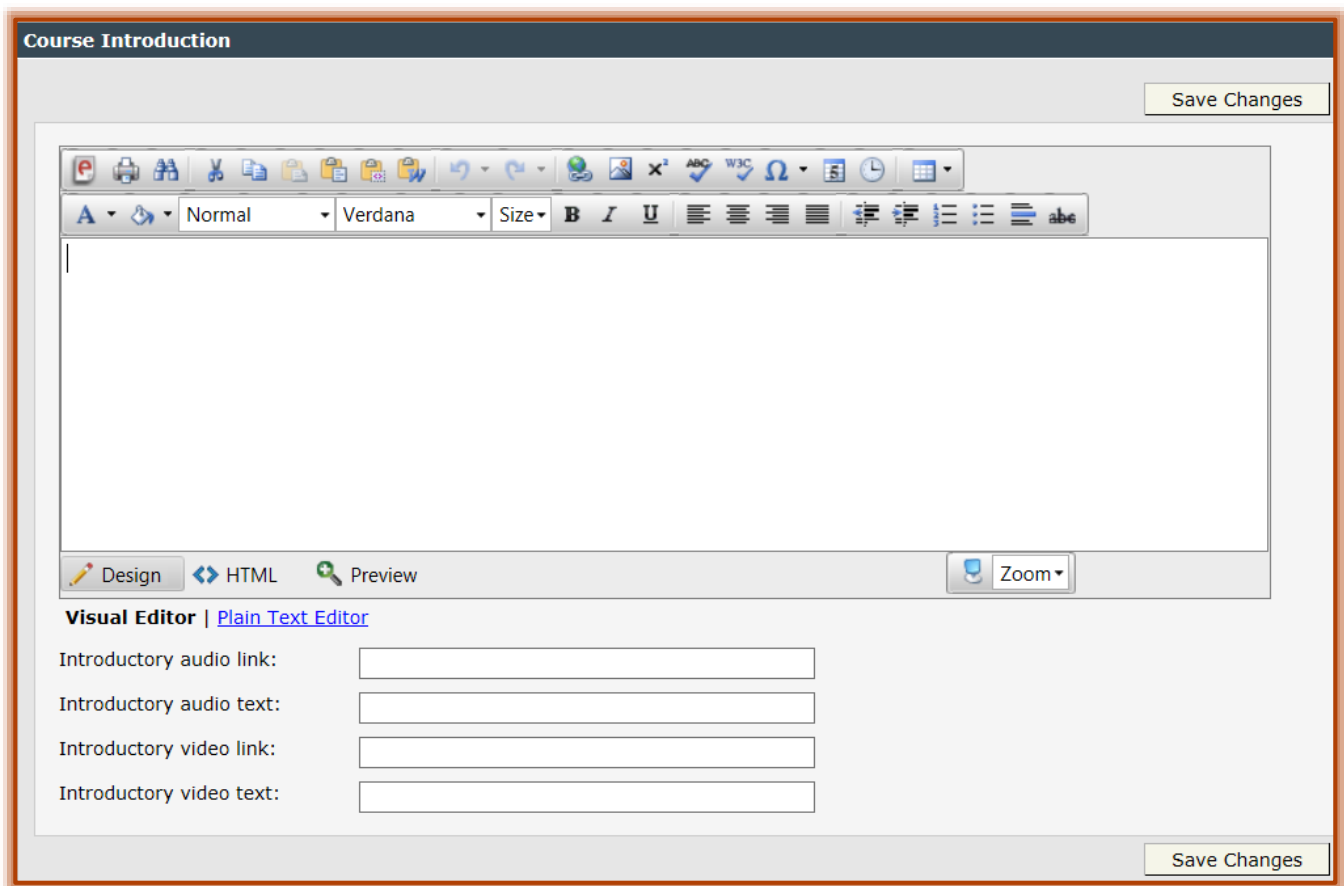# Course Introduction

Course Introduction/Welcome

This is a friendly way for instructors to introduce themselves to the students in the course. It is also a good way to welcome the students. Audio and video can be used to make the introduction more personable. For some students, this might be the first time for taking a course online, a blended course, or a Web enhanced course. The introduction can be used as a way for students to learn something about the instructor and/or about the course content. It may help them to become excited about taking a course.

Add or Edit Course Introduction

- ✝ Click the **Author** tab.
- ✝ The **Course Home** page should display.
- ✝ In the **Course Introduction** text box (see illustration below), input the introduction for the course.

- ✝ The introduction can be formatted using the **Visual Editor Toolbar**. For information about the buttons on this toolbar, see the **Visual Editor Toolbar** document on the **eCollege** page of the **Siena Training Web Site**.
- ✝ Add an audio or video file by entering the Address (URL) in the appropriate field (see illustration above).
- ✝ In the **Introductory Audio/Video Text** field, specify the actual text students will click to launch the audio or video file.

✠ Click **Save Changes**.

✠ Links to Web pages, to other documents, to PowerPoint presentations, and other content can be added using the Visual Editor Toolbar.

✠ For information on loading other content, check out the links on the **eCollege** page of the **Siena Training Web Site**.