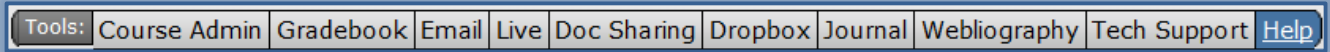


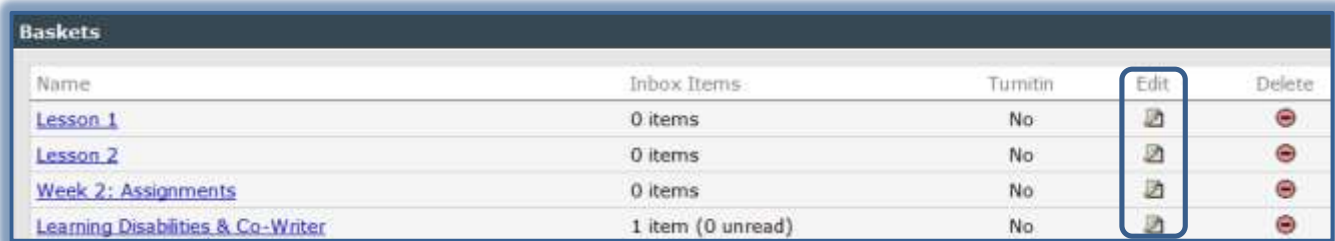
Rename Dropbox Baskets

Since Custom Week/Unit titles do not carry over automatically to Dropbox basket names, you might want to change those displays in order to carry over Week/Unit themes and avoid student confusion.









- Click the **Dropbox** tab on the **Tools** bar.



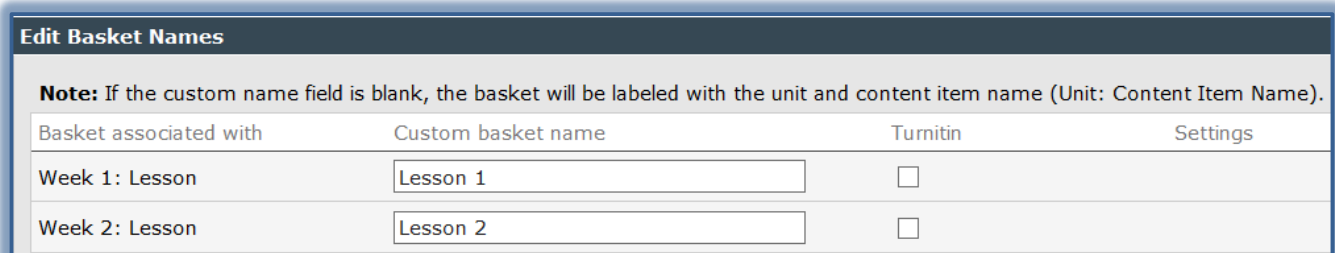
- A list of **Dropbox** baskets will display (see illustration below)



The screenshot shows a table titled 'Baskets' with the following data:

Name	Inbox Items	Turnitin	Edit	Delete
Lesson 1	0 items	No		
Lesson 2	0 items	No		
Week 2: Assignments	0 items	No		
Learning Disabilities & Co-Writer	1 item (0 unread)	No		

- Click the **Edit** button on the right side of the **Dropbox Basket**.
- The **Edit Baskets Name** window will display (see illustration below).

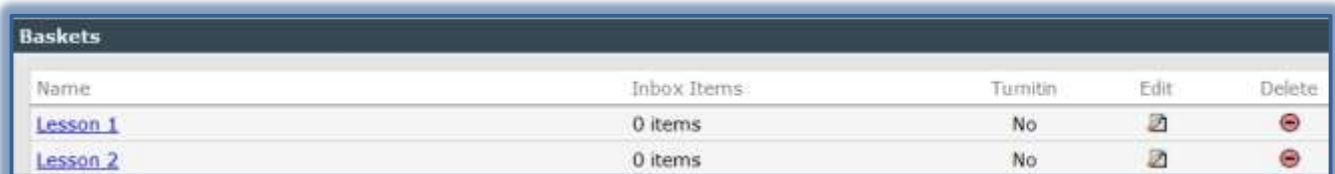


The screenshot shows a window titled 'Edit Basket Names' with a note and a table for editing basket names.





Note: If the custom name field is blank, the basket will be labeled with the unit and content item name (Unit: Content Item Name).

Basket associated with	Custom basket name	Turnitin	Settings
Week 1: Lesson	<input type="text" value="Lesson 1"/>	<input type="checkbox"/>	
Week 2: Lesson	<input type="text" value="Lesson 2"/>	<input type="checkbox"/>	

- Under **Custom Basket Name** input the new name for the **Basket**.
- After all the **Custom Names** have been added, click the **Save Changes** button.
- The **Baskets** with the **Custom Names** will appear in the list (see illustration below).



The screenshot shows the 'Baskets' table after editing. The names 'Lesson 1' and 'Lesson 2' are now displayed in the 'Name' column.

Name	Inbox Items	Turnitin	Edit	Delete
Lesson 1	0 items	No		
Lesson 2	0 items	No		

NOTE: The name that was entered will show up in the Dropbox, but not elsewhere in the course. For example, the Gradebook will still have the Content Item's name, not the custom name that was given to it.