

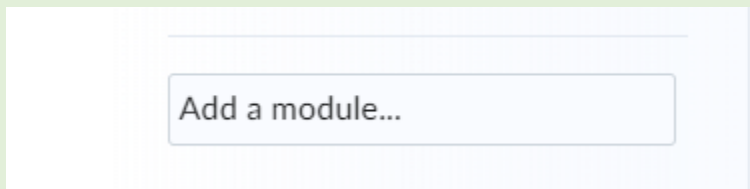
# NetTutor: How to add NetTutor in Brightspace?

- Log into Brightspace & select your course.
- Once in BS, click on "Content" at the top of your course page.

A screenshot of the Brightspace course navigation menu. The menu is a dark blue horizontal bar with white text. It contains the following items: "Course Home", "Content", "Announcements", "Assignments", "Virtual Meetings" (with a dropdown arrow), "Course Activities" (with a dropdown arrow), "Course Tools" (with a dropdown arrow), and "Help" (with a dropdown arrow). A red arrow points to the "Content" link.

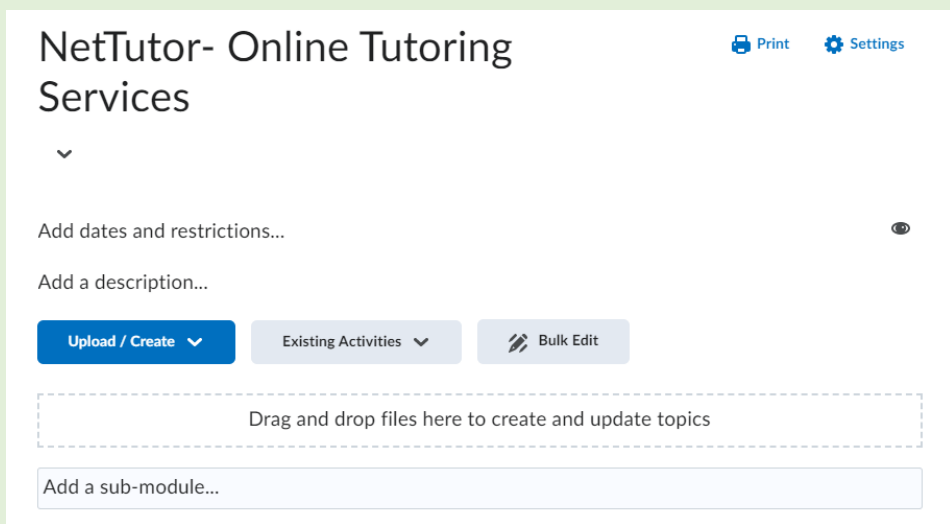
Course Home Content Announcements Assignments Virtual Meetings ▾ Course Activities ▾ Course Tools ▾ Help ▾

- On the left side of the page under "Table of Content" scroll down until you see "Add a module" box

A screenshot of a white rectangular box with a thin border. Inside the box, the text "Add a module..." is displayed in a light gray font.

Add a module...

- Click in "Add a module" box to name the module "NetTutor- Online Tutoring Services", then press "Enter". Module will add successfully.

A screenshot of the NetTutor module configuration page in Brightspace. The page has a white background. At the top left, the title "NetTutor- Online Tutoring Services" is displayed in a large, dark font. To the right of the title are two icons: a printer icon labeled "Print" and a gear icon labeled "Settings". Below the title is a small downward-pointing chevron. Further down, there are two text input fields: "Add dates and restrictions..." and "Add a description...". Below these fields are three buttons: "Upload / Create" (with a dropdown arrow), "Existing Activities" (with a dropdown arrow), and "Bulk Edit" (with a pencil icon). At the bottom, there is a dashed rectangular box containing the text "Drag and drop files here to create and update topics". Below this box is another text input field labeled "Add a sub-module...".

## NetTutor- Online Tutoring Services

Print Settings



Add dates and restrictions...



Add a description...

Upload / Create ▾

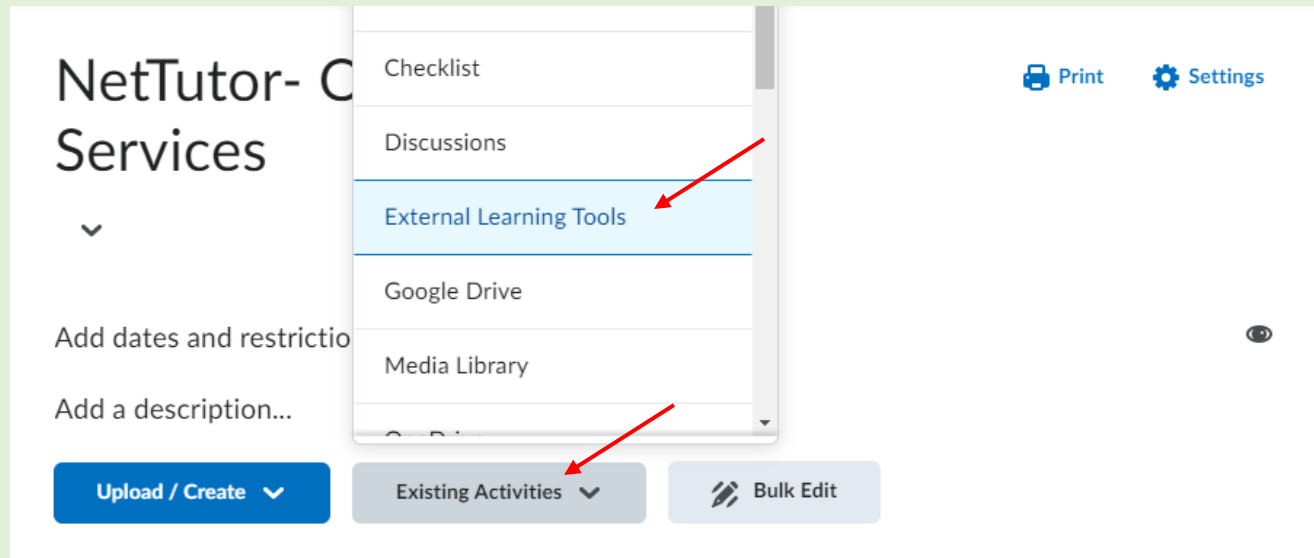
Existing Activities ▾

Bulk Edit

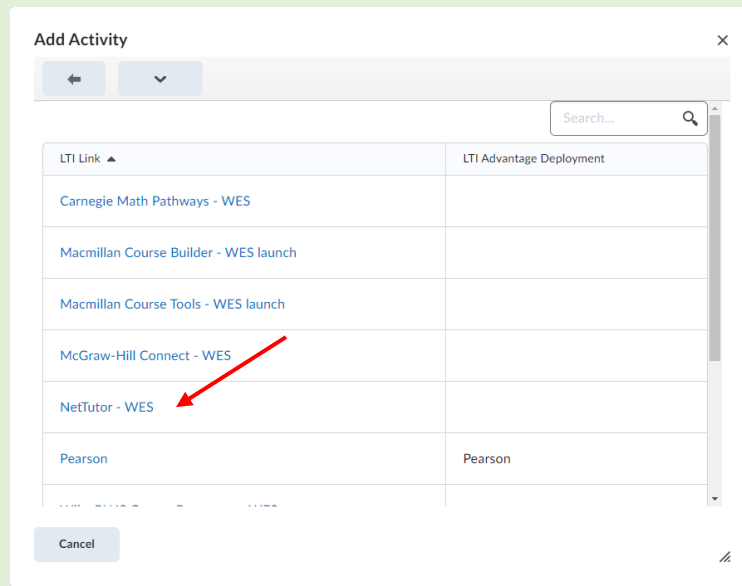
Drag and drop files here to create and update topics

Add a sub-module...

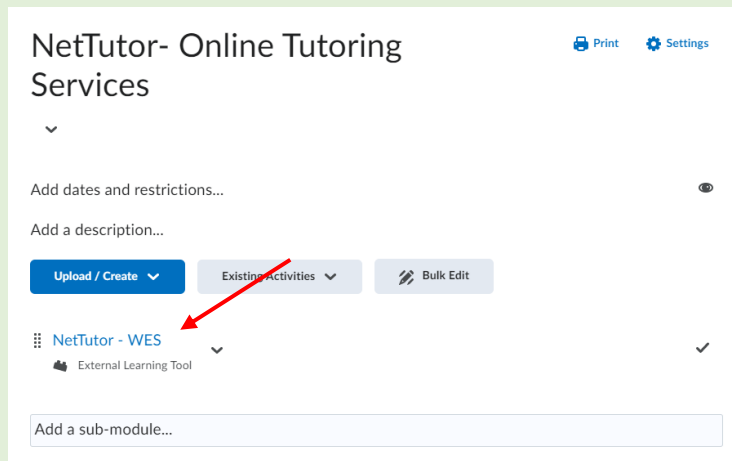
- Once in the module, click on “Existing Activities” and select “External Learning Tools.”



- The Add Activity box will appear. Click on “NetTutor - WES”.



- **The NetTutor – WES link will appear in the module.**



- **From your Table of Content on the left side of your screen, you can move the NetTutor- Online Tutoring Services module to the top where the students can access it easily.**