Creating a new page

course page format

A page format course comes from scratch with two pages (*).

* an “home” page * an Administrator hidden (or protected) page

So you will very quickly need to add more pages.

First, turn the course in editing mode (moodle standard). The course GUI will add some editing buttons and activators. Locate the “Add page” button near the “Page Actions” dropdown.

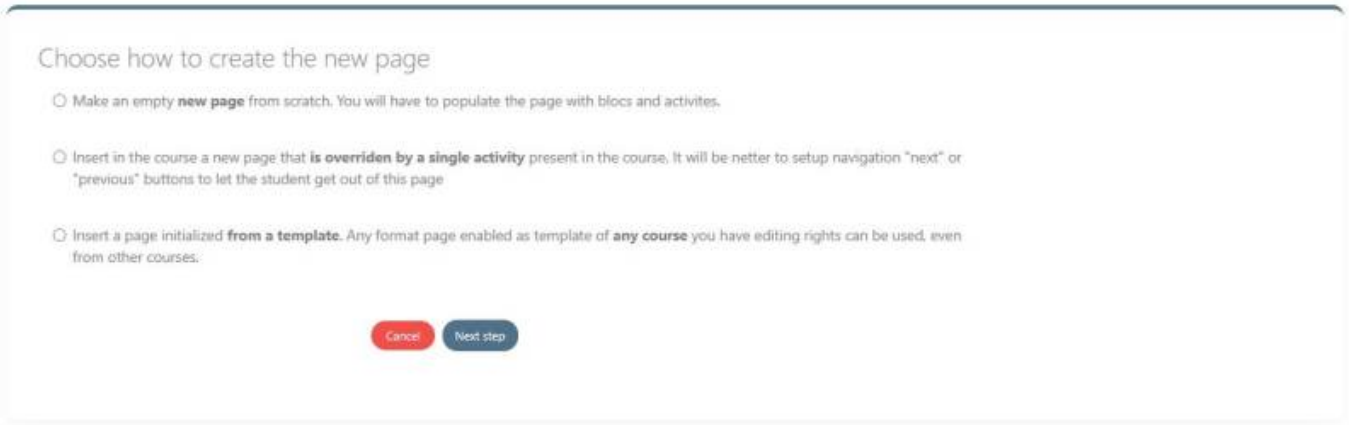


Click on the “plus” to start the “Add page wizard”.

Choosing how to create the page

Adding a page in a page format course can be done in three ways:

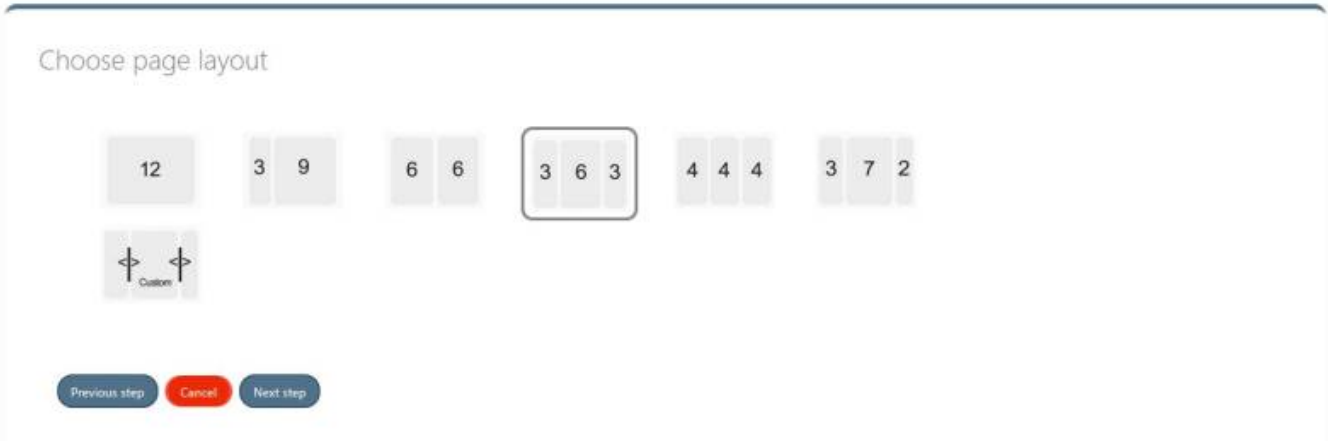
- Making a blank brand new page, you will have then to populate.
- Insert a page overriden by an existing activity of the course
- Making a new page from an available page template



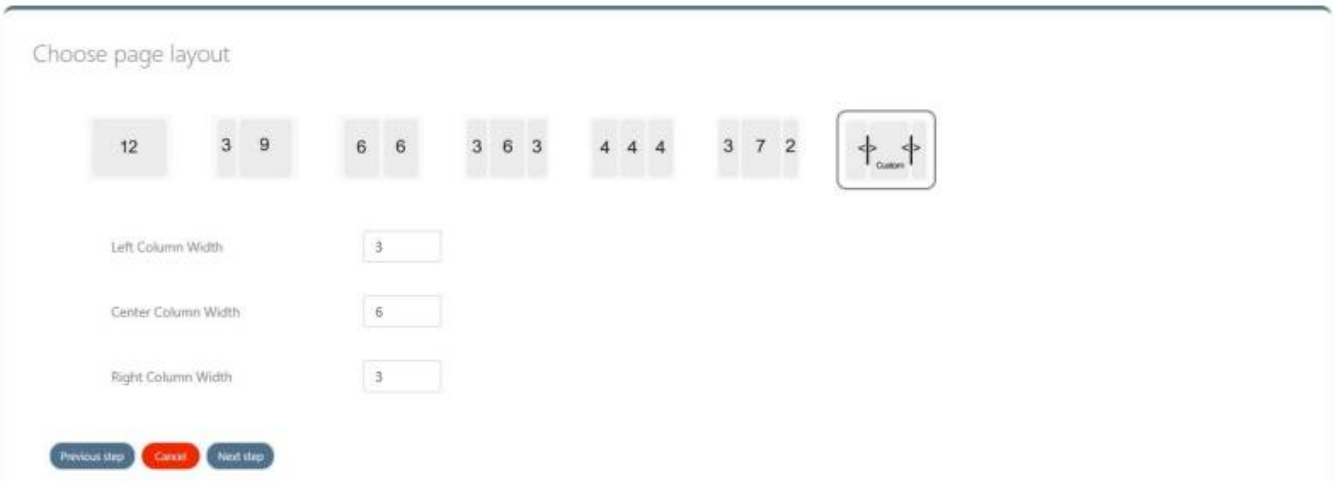
Making a brand new page

Select the first option of the first step form, than click to **Next Step** button.

the second step when creating a new page is to choose the page layout. The page format proposes a set of predefined formats. Page formats are boostrap divisions of the available width in 12 parts, and assigning some parts to columns.

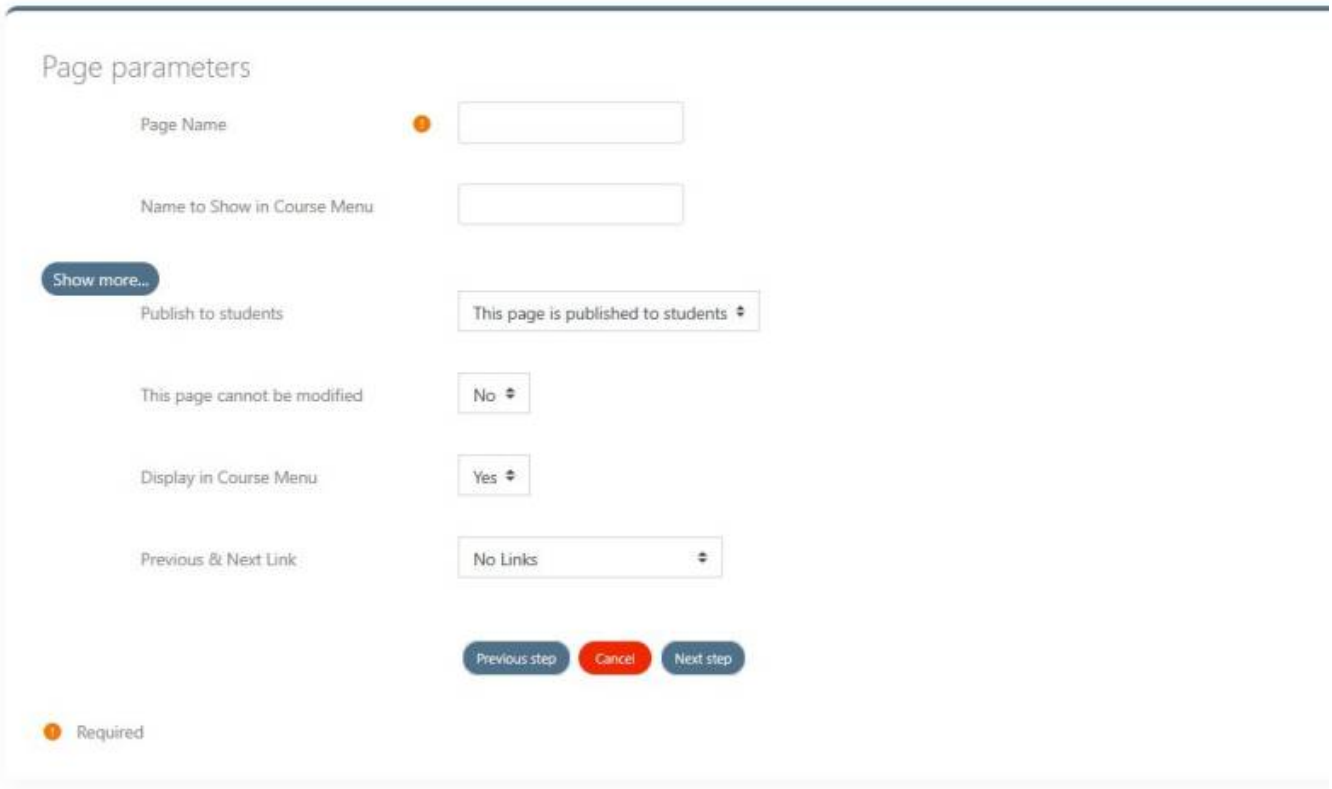


Choosing the columns widths will produce distinct arrangements on screen that may better fit the content presentation. In case none of the predefined model is convenient, you can choose the **Custom Layout** option that let you do what you want:



You will now enter the column widths freely, but remember the sum of width divisions must be 12.

Now it's time to enter the page settings:



Page name: This is the visible page full name.

Page shortname: this is an alternate shorter name that can be used in f.e. Course Summary accessory block.

Publish to students: Here is where you will choose the audience for the page.

- **Unpublished page:** Student cannot see this page, only Editing teachers (more generally, having the `format/page:viewhiddenpages` will see).
- **Protected page:** the page is accessible to students, but cannot be edited by users not having the `format/page:editprotectedpages` capability. Editing teachers usually DO NOT have this capability, thus delegating to an higher level role the permission to change the page.
- **Published page:** The page is available to students, unless some additional restriction is added (User assigned pages, or availability rules on page).
- **Public page:** the page may be accessed by anyone, including non logged in people. Take care when using this option, which is usually provided for “public presentation” of the course program.

Note 1: Public pages is a good way to centralize the course presentation in Moodle, rather than having several places to manage. Note 2: Public pages can be globally disabled by administrator. Note 3: Public pages is a Pro option that needs a ***valid License Key****.*

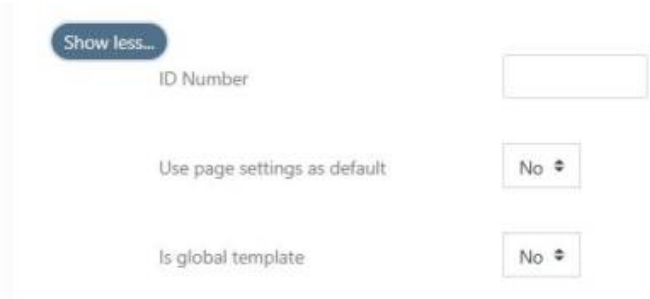
This page cannot be modified: This option is not available, unless you are a “power user”, this means, having the `format/page:editprotectedpages` capability. Being a power user, you are able to lock a page to its actual content, and forbidd anyone to change it.

Display in course menu: This option interacts with the Course Summary plugin and tells if the page will be shown in the summary.

Buttons: You may choose to enable or disable some Previous/Next buttons in some pages, so you

can tune accurately the navigation topoly of your course.

You may use also some advanced options:



(1) Your Moodle administrator may have setup a more complex course initialization, 2 pages is the "default" minimal format.

Crédits

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- Florence Labord florence@activeprolearn.com : Documentation & illustrations

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