Using Bookmarks

A Bookmark creates a link to a content item in MyCourses. Bookmarks allow users to group the most frequently accessed course documents in one place. To access the Print Menu, click the Print link found in the top right of the Calendar page, above the Mini Calendar.

Adding a Bookmark

1. Navigate to and open the content item you wish to bookmark.

2. Click the “Bookmark” icon at the top of the page. The icon will be colored red to indicate that the page has been added to Bookmarks.

Accessing Bookmarks

Bookmarks are found on the Table of Contents page of the Content area.

1. Click on the “Bookmarks” module.
2. A list of all bookmarked items will be displayed on this page. To access an item from the Bookmarks page, click on the link.