

Give your course a makeover with D2L Nursing Templates

Preview of the Template Themes

Arizona Blue



Course Description and ELOs

Course Description

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Expected Learning Outcomes (ELOs)

Upon completion of this course students will be able to:

1. (Add expected learning outcomes.)
- 2.
- 3.
- 4.

UA Red



Course Description and ELOs

Course Description

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Expected Learning Outcomes (ELOs)

Upon completion of this course students will be able to:

1. (Add expected learning outcomes.)
- 2.
- 3.
- 4.

Charcoal Gray



Course Description and ELOs

Course Description

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Expected Learning Outcomes (ELOs)

Upon completion of this course students will be able to:

1. (Add expected learning outcomes.)
- 2.
- 3.
- 4.

River Teal



Course Description and ELOs

Course Description

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Expected Learning Outcomes (ELOs)

Upon completion of this course students will be able to:

1. (Add expected learning outcomes.)
- 2.
- 3.
- 4.

Important things to know

Only use the following process to apply a template to a *new* HTML page.

If you try to apply a template to an existing page, you may overwrite the content that is currently in it.
If this happens, be sure to click Cancel!

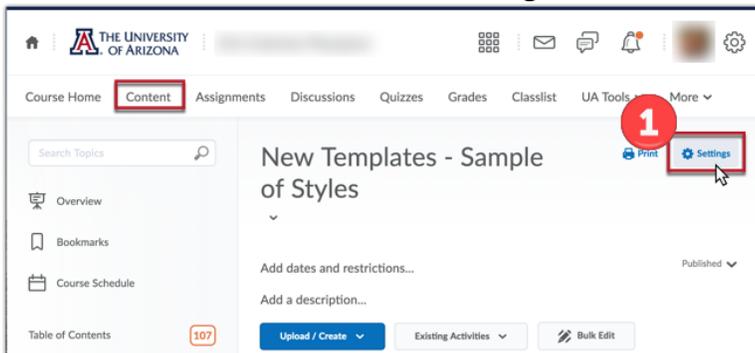
To apply a template to a new HTML page*

****Important!*** Always start with a new HTML page when using a template. If you want to use the template with an existing page of content, copy and paste your old page content into the new page you created with the template. When you are happy with the new page, remove the old page.

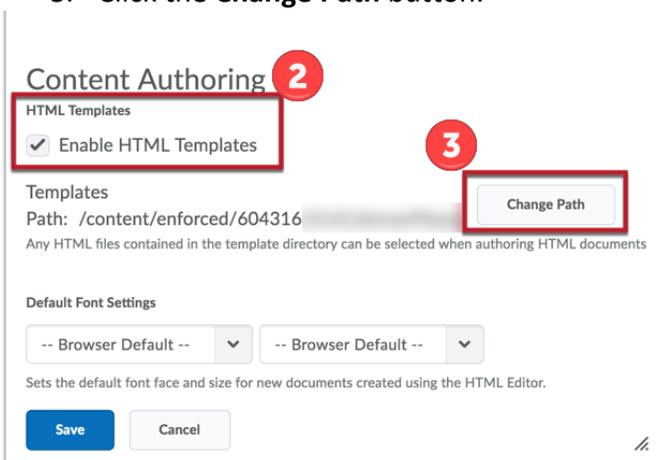
Step 1: Enable HTML Templates

Set up a folder from which to pull your templates.

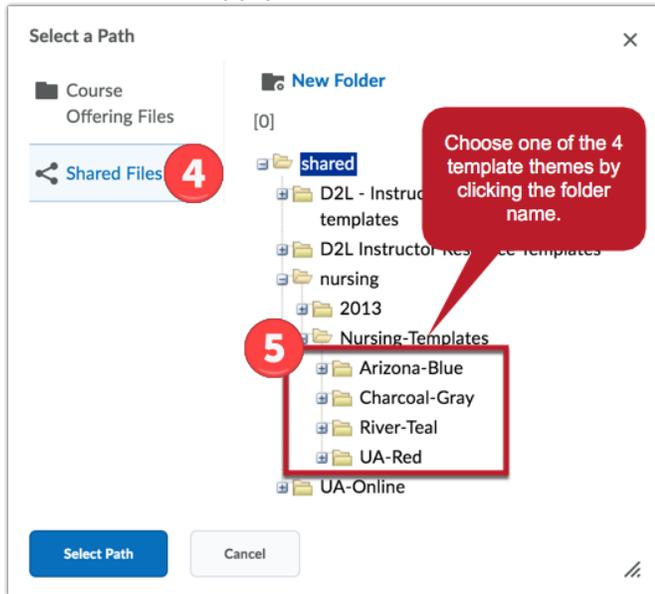
1. Go to **Content** and choose **Settings**.



2. Check the **Enable HTML Templates** checkbox.
3. Click the **Change Path** button.



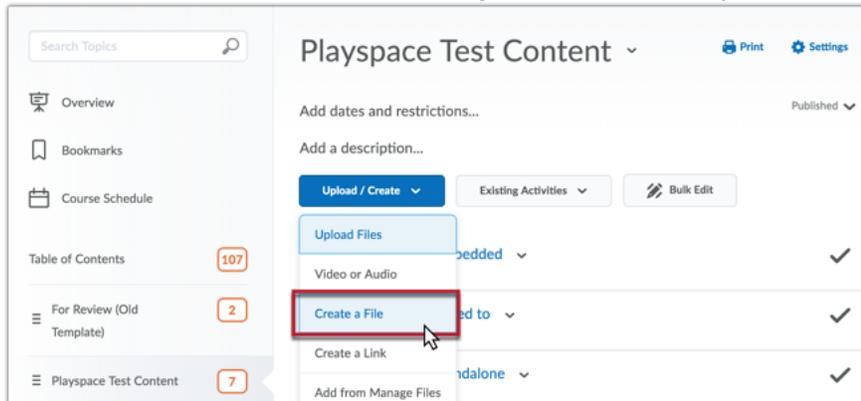
4. Click **Shared Files** on the left.
5. On the right, expand the **nursing** folder by clicking the plus sign, then expand the **Nursing-Templates** folder by clicking the plus sign. Click on the folder name representing the theme you want to apply.



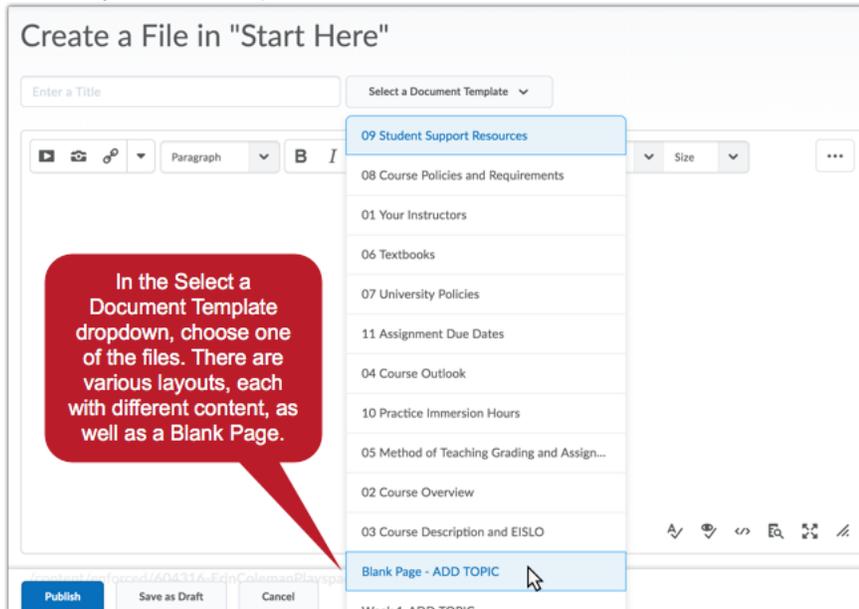
6. Choose **Select Path**.
7. Click **Save**.

Step 2: Apply a Template to a New Content File

1. In your course, navigate to Content.
2. Click **Create a File** from the **Upload / Create** dropdown menu.



3. Click **Select a Document Template** and choose a file. (The Start Here pages have a prefix number by recommended order, but you can pick and choose which pages you actually need in your course.)



4. When you are happy with the template you have selected choose the **Change Path** button below the edit window. This allows you to save your new file to a specific location in your Manage Files area. See the "[A few tips for creating HTML pages](#)" section below for pointers on saving your new file.
5. Choose **Save as Draft**. Now, you can edit the content in your new page and publish it when you are ready.

To apply a template to an existing HTML page

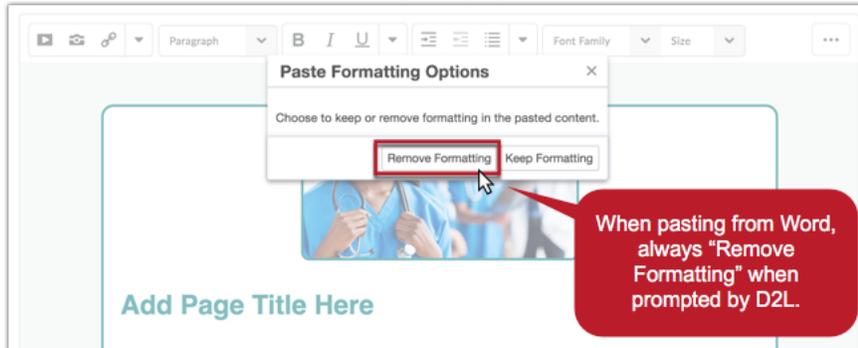
1. Enable HTML Templates by following [Step 1](#) in the above section.
2. Open your D2L course in two browser windows.
3. In one window, create a new page using a template by following Step 2 from the [To apply a template to a new HTML page*](#) section.
4. In the other window, open your existing page that contains the content you want to use.

**it's easiest to have these two D2L windows open side-by-side if your monitor is wide enough, so you can work from both windows easily.*

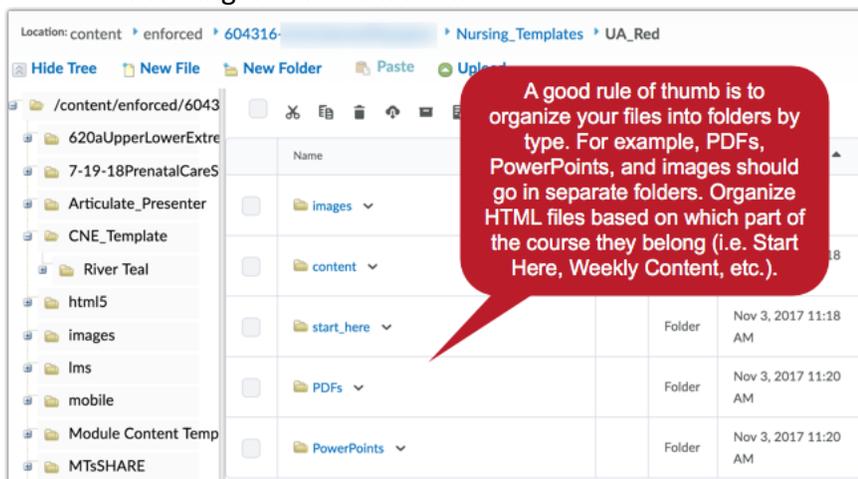
5. Ensure you are in Edit mode by selecting **Edit HTML** from the dropdown menu of your new template page.
6. Copy and paste the page title onto the template page title in the other window first.
7. Then copy and paste the body content onto the body of the new template page.
8. Repeat Steps 3-7 for additional pages as needed.

A few tips for creating HTML pages

1. When copying and pasting content from MS Word into a D2L HTML page, always choose **Remove Formatting** when prompted. This ensures all inline styles that Word automatically adds do not clutter the code of your new page behind-the-scenes. (This could create a lot of inconsistencies in how your page looks.)



2. Keep your file structure organized when adding new pages to your course. Go to **Course Admin** and choose **Manage Files**. Set up folders in a hierarchy structure that makes sense for your course. This will help you find files later on much more quickly. One option to consider is something that looks like this:



Caution! When organizing files in Manage Files, make sure you only save **new** files to the folders. Moving existing files into new or different folders will break links in your Content that those pages or files might be linked to.