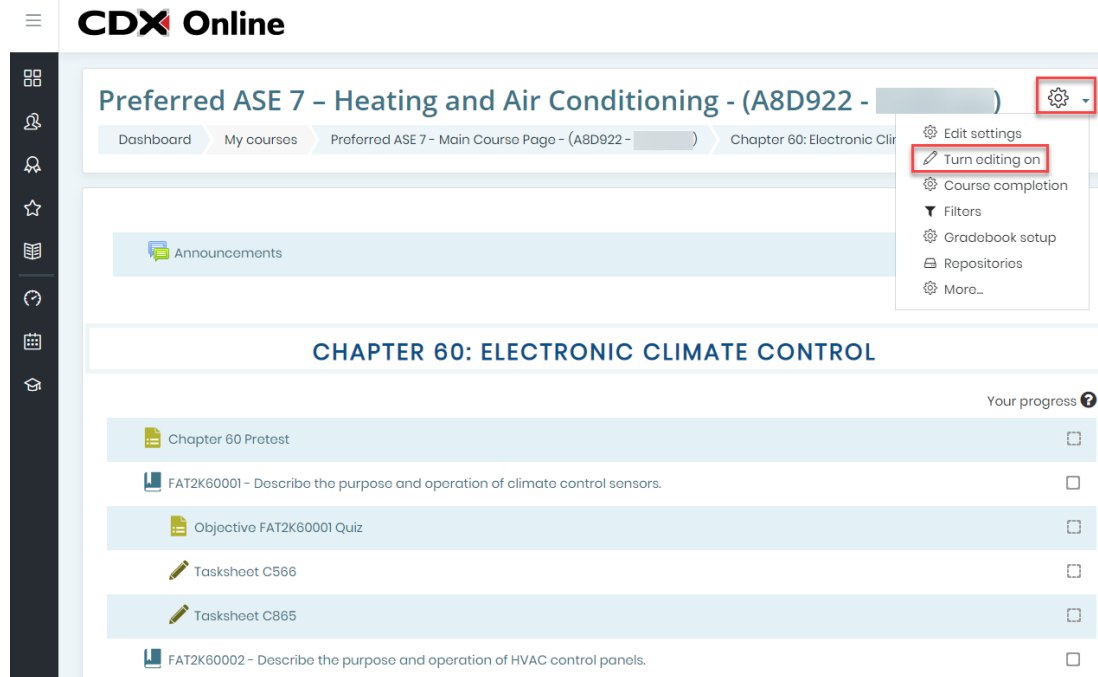


How do I edit item names or labels in the course?

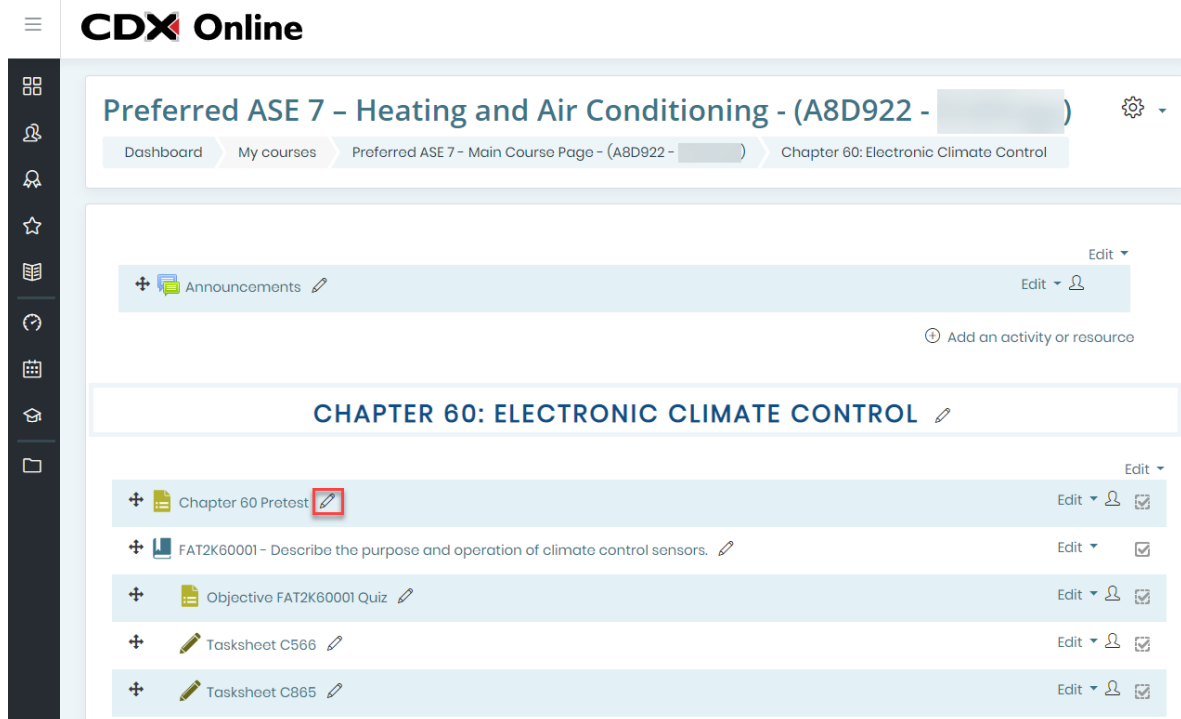
This document provides instructions on how to edit the names of activities and resources displayed in your course.

1. Begin by navigating to the course page that displays the item you would like to edit.
2. Next, click on the **Actions** button at the top of the page and select **Turn editing on**.



The screenshot shows the CDX Online course interface. At the top, the course title is "Preferred ASE 7 - Heating and Air Conditioning - (A8D922 - ...)". Below the title, there is a navigation breadcrumb: "Dashboard > My courses > Preferred ASE 7 - Main Course Page - (A8D922 - ...) > Chapter 60: Electronic Climate Control". A vertical sidebar on the left contains various icons for navigation. The main content area displays "CHAPTER 60: ELECTRONIC CLIMATE CONTROL" with a "Your progress" indicator. Below this, there is a list of activities: "Chapter 60 Protest", "FAT2K60001 - Describe the purpose and operation of climate control sensors.", "Objective FAT2K60001 Quiz", "Tasksheet C566", "Tasksheet C865", and "FAT2K60002 - Describe the purpose and operation of HVAC control panels.". A settings gear icon is visible in the top right corner, and a dropdown menu is open, showing options: "Edit settings", "Turn editing on" (highlighted with a red box), "Course completion", "Filters", "Gradesbook setup", "Repositories", and "More...".

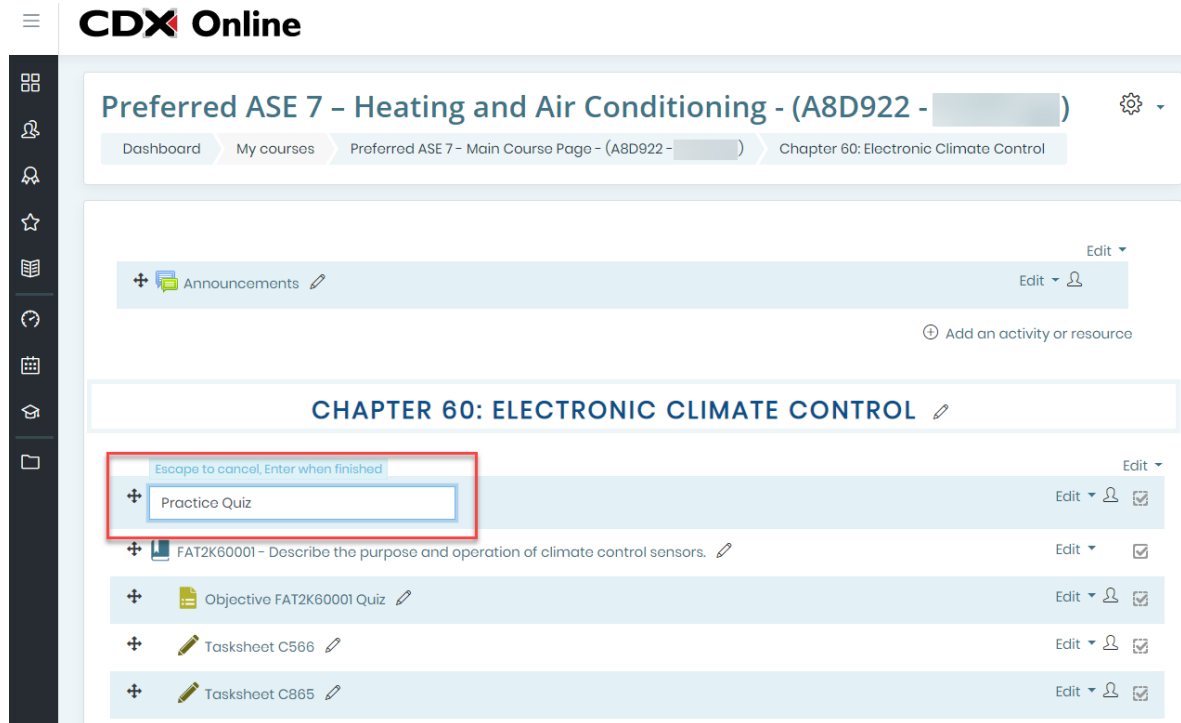
3. Then scroll, if necessary, to the item you wish you adjust and click the **pencil** button immediately to its right.



The screenshot shows the CDX Online course interface, similar to the previous one. The course title is "Preferred ASE 7 - Heating and Air Conditioning - (A8D922 - ...)". The breadcrumb is "Dashboard > My courses > Preferred ASE 7 - Main Course Page - (A8D922 - ...) > Chapter 60: Electronic Climate Control". The main content area displays "CHAPTER 60: ELECTRONIC CLIMATE CONTROL" with a pencil icon to its right. Below this, there is a list of activities: "Chapter 60 Protest", "FAT2K60001 - Describe the purpose and operation of climate control sensors.", "Objective FAT2K60001 Quiz", "Tasksheet C566", and "Tasksheet C865". Each activity has a pencil icon to its right, indicating it can be edited. The "Chapter 60 Protest" activity has a red box around its pencil icon. There are also "Edit" buttons and user icons for each activity.

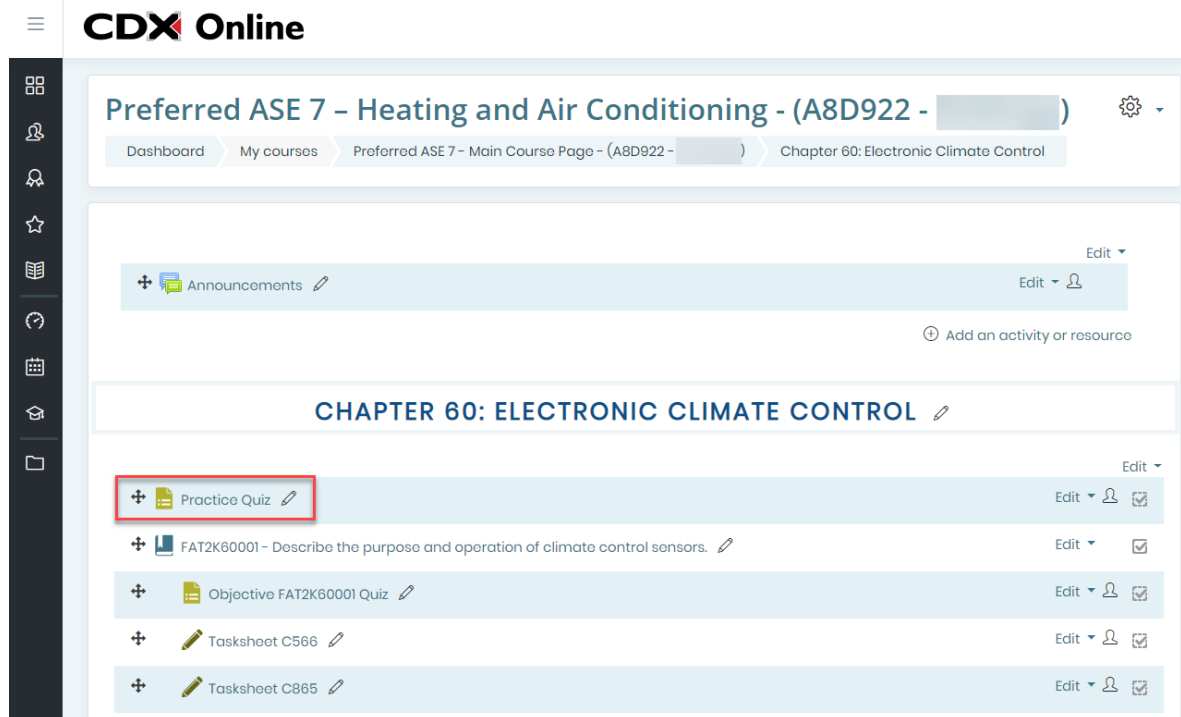
How do I edit item names or labels in the course?

- This action will change the item's name into an editable field.



The screenshot shows the CDX Online interface for a course titled "Preferred ASE 7 - Heating and Air Conditioning - (A8D922 - [redacted])". The breadcrumb trail includes "Dashboard", "My courses", "Preferred ASE 7 - Main Course Page - (A8D922 - [redacted])", and "Chapter 60: Electronic Climate Control". The main content area is titled "CHAPTER 60: ELECTRONIC CLIMATE CONTROL". A list of activities is displayed, including "Practice Quiz", "FAT2K60001 - Describe the purpose and operation of climate control sensors.", "Objective FAT2K60001 Quiz", "Tasksheet C566", and "Tasksheet C865". The "Practice Quiz" item name is highlighted with a red box, and a text input field is overlaid on it, containing the text "Practice Quiz". A tooltip above the input field reads "Escape to cancel, Enter when finished".

- Proceed by implementing your changes here and press the **Enter key** on your keyboard when satisfied.



The screenshot shows the CDX Online interface for the same course as above. The breadcrumb trail and main content area are identical. The "Practice Quiz" item name is highlighted with a red box, and a text input field is overlaid on it, containing the text "Practice Quiz". A tooltip above the input field reads "Escape to cancel, Enter when finished".

- When you are finished making your desired edits, click the **Actions** button and select **Turn editing off** to avoid making any unwanted changes.