

Creating Folders

In my course, I've created a folder for each week's learning materials. Inside the folder, I put everything students need for that week, including a to-do list, lectures, and activities.

Folders are labeled with appropriate metadata and to make finding things easy.

In my assignments section, I have some quizzes. I like to provide students with a practice quiz alongside some resources and examples. Instead of throwing these into the general assignments area, I put them into their own folder. This keeps students focused on what they're doing now rather than being distracted by content items that aren't relevant at the time.

Whether your LMS uses folders, modules, or something else, grouping content together helps students stay focused.