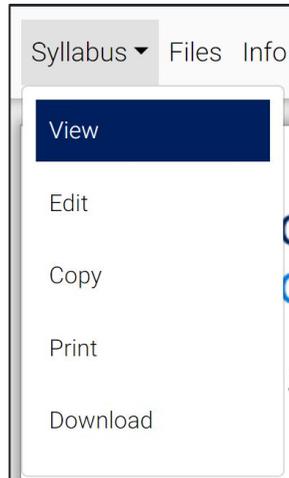# Concourse Syllabus

Welcome to Concourse

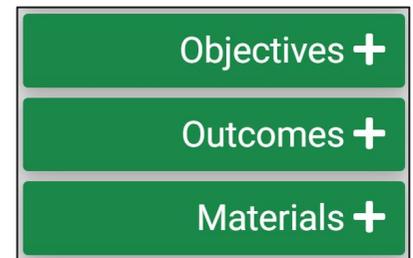## Using Concourse is Easy as 1-2-3

1 **Enable Editing Mode.** Enter the syllabus you wish to edit, and in the upper-left corner, hover your cursor over the Syllabus dropdown menu and select Edit.
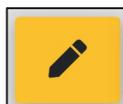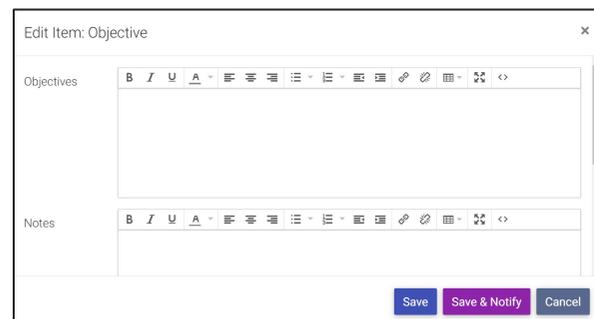
2 **Add an Item or Sub-item.** To add an item to your syllabus, select the name of the item from the titles listed in green boxes in the upper-left corner of the syllabus.

3 **Edit and Save Content.** Add your content to the user-friendly text editor. When you're finished, select Save. Remember that Save & Notify sends an email to all registered users.

 Note: You can edit content later by selecting the yellow pencil edit icon to the left of the syllabus item name.

Need Assistance?

If you need help with Concourse, check with your academic and IT leaders. They know your institutional settings and processes and can get you on the right track.

If you have technical difficulties, you can always reach out to Team Concourse. We'll be happy to help your Concourse team problem solve.

Copying Your Syllabus

For instructions on copying a complete syllabus into another section, refer to our Copy Syllabus Content help article and scroll down to "Copy To: One."