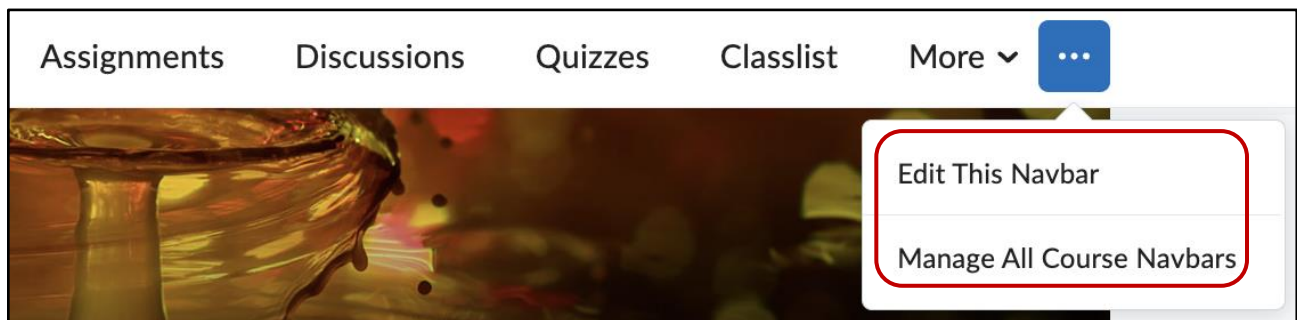


# CLAYTON STATE UNIVERSITY

*Center for Excellence in  
Learning and Teaching*

## Adding Simple Syllabus to the Navbar in D2L Brightspace

1. **Log in** to [Clayton State's D2L Brightspace](#).
2. Open your D2L course
3. Look at the **top navigation bar** (Navbar).
4. **Select** the three dots on the far right.
5. You then have the choice to edit **the current navbar** or the **navbar for all of your courses**.



Option if you select **“Edit This Navbar”**

## Edit Navbar

Name \*

▸ [Edit description](#)

Links

Course Home	Content	Kaltura Video ▼	Grades	Assignments	Discussions	Quizzes
Classlist	University Resources ▼	Course Admin	SmarterProctoring	Surveys		

[Add Links](#)

Option if you select **“Manage All Course Navbars”**

*You will have to select the copy of the navbar that you want to edit*

[Create Navbar](#)

Active Navbar

-- Default -- ▼ [Apply](#)

**CoB Template - NavBar** ▼

Removes items under Assessments and Communication that are not frequently utilized by students.

**Course Default** ▼

**Course Default - Copy** ▼

**CourseSlim** ▼

**CourseSlim - Daylight** ▼

CourseSlim style, with Resources drop-down list which contains academic and technical support link  
Updated: 1.09.19 (Added LOR link)

## Edit Navbar

Name \*

▸ [Edit description](#)

Links

Course Home	Content	Kaltura Video ▾	Grades	Assignments	Discussions	Quizzes
Classlist	University Resources ▾	Course Admin	SmarterProctoring	Surveys		

**Add Links**

6. From there you will select **“Add Links”**

### Add Links

Create Custom Link      Simple Syllabus ×

Filter By: **Custom Links**   System Links   Custom Groups

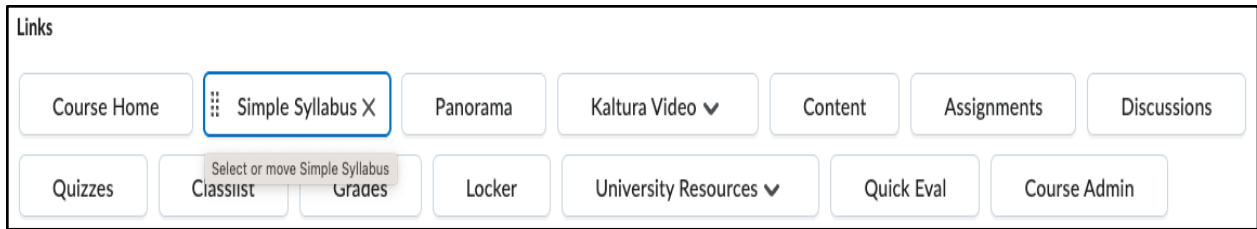
---

1 item selected [Clear Selection](#)

<input checked="" type="checkbox"/> Simple Syllabus
---

**Add**      Cancel

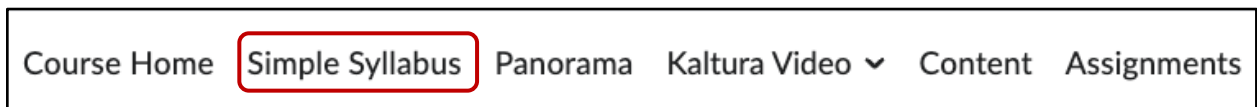
7. Search for **“Simple Syllabus”** and select **“Add”**



8. Move the link to where you would like for it to be located.
9. Select **“Save and Close”** when done.



10. **Simple Syllabus** is now in your Navbar



### **Need Help with Adding Simple Syllabus to your Navbar?**

Support is available in a variety of ways. Our online help documents here are a great first step. If you need more assistance, we're happy to help by **email**, **phone**, or **in person**.

Contact us at **678-466-4190**, email [CELT@clayton.edu](mailto:CELT@clayton.edu), or [Book a Consultation](#) to get personalized support.