



## Faculty: Set Up Collapsed Topics Course Format

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In addition to the weekly and topics format, Moodle features "**Collapsed topics**" as a course format. This format is great for eliminating Moodle's famous "death scroll."

The screenshot shows a Moodle course page titled "Demo Course". At the top, there is a breadcrumb trail: "Home / Courses / Public / Demo Course 3.3". A gear icon for settings is in the top right. Below the header, there is a "Your progress" section with a question mark icon and a progress bar. A list of course items is shown with checkboxes: Syllabus, Course Q & A, Course Files, Announcements, Course Tools & Utilities, and Attendance. Below this, there are controls for "Open all" and "Close all" sections. An instruction states: "Clicking on the section name will show / hide the section." The main content area displays a list of sections, each with a play button icon on the left and a topic label on the right. The sections are: Week One (Topic 1), Week Two (Topic 2), Week Three (Topic 3), Week Four (Topic 4), Section 5 (Topic 5), Section 6 (Topic 6), Section 7 (Topic 7), and Section 8 (Topic 8). Sections 5, 6, and 7 have a blue "Hidden from students" label below their names.

Clicking on the section name opens the area up and displays the section's content.

To apply the collapsed topics format to your course, click on the course admin gear in the upper right corner of your course main page and select **Edit settings**. Open the **Format** options area and choose **Collapsed topics** from the Format pull-down menu.

After you select this format, a series of fields will be displayed. You can safely ignore them and scroll on down to save changes. For assistance in customizing your collapsed topics settings, contact the Center for Instructional Support.