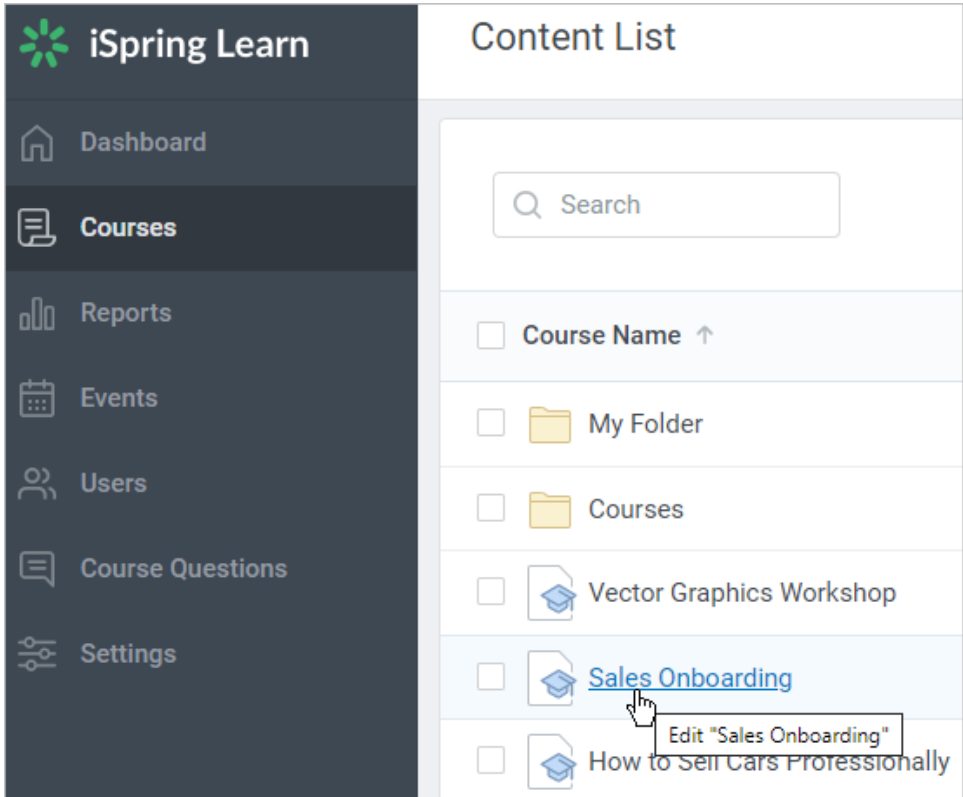


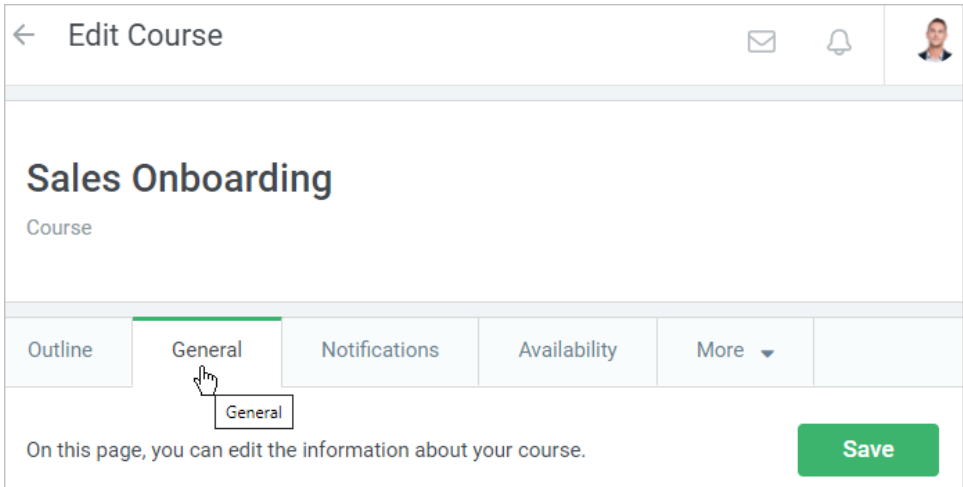
Adding an Expert to a Course

To assign an expert to a course:

1. In the **Courses** section, locate a course and start editing it.



2. On the **Edit Course** page, open the **General** tab.



3. In the **Course Expert** section, you will see a default expert, the user who created the course. However, you can assign a new expert.

To do this, start entering the first letters of the name, last name, or email of the user you want to make an expert. When the system suggests existing matches, left-click to choose the name you want.

Who assigns the expert	Who can be the expert
<i>Account Owner, Administrator</i>	Any user of the account assigned the role of <i>Administrator, Department Administrator, Publisher</i> , or a custom role.

<i>Department Administrator, Publisher</i>	Any user of the department assigned the role of <i>Administrator, Department Administrator, Publisher</i> , or a custom role.
<i>Custom role</i>	Any user of the department assigned the role of <i>Administrator, Department Administrator, Publisher</i> , or a custom role.

Course Expert



Expert name:

Course Expert

Expert name:

 Only active users can be experts.

4. Finally, click **Save**.

← Edit Course  

Car Sale Dialog

Simulation

General | Notifications | Availability | Enrollments | Reports

On this page, you can edit the information about your course.

5. The option to write an expert will appear on the course launch page.

The screenshot shows a user interface for a learning management system. At the top, there is a navigation bar with a green logo on the left and icons for messages, notifications, and a user profile on the right. Below the navigation bar, there are menu items: 'My Courses', 'Events', 'Achievements', 'Catalog', and 'Knowledge Base'. The main content area features a large banner image of people studying at a table. The banner includes a 'Back to My Courses' link on the left, a 'Write an expert' button on the right, and the course title 'Exploring the Universe' in large white text. Below the title, it says 'In Progress (33.33% viewed)'. Underneath the banner, there are tabs for 'Outline', 'About Course', 'Reviews (2)', and 'Questions and Responses (1)'. The 'Outline' tab is selected, showing a list of course items:

	Space Shuttle Learning Module · 5 slides	Not Started
	Saturn Approach - Voyager PowerPoint Presentation · 13 slides	Completed
	Milky Way Article	Not Started