



How to Add/Remove Course Tools

1. Log into WebCT 6.
2. Click on your course.
3. Click on the Build tab.
4. Click on Manage Course under Designer Tools.
5. Click on Tools.
6. Check tools to add them or uncheck tools to remove them.
7. Scroll to the bottom of the page.
8. Click Save.

How to Edit the Course Header

1. Log into WebCT 6.
2. Click on your course.
3. Click on the Build tab.
4. Click on Course Contents.
5. Click on the Page Options button in the top right corner of the screen.
6. Click on Edit Header.
7. Click the Enable HTML Editor button.
8. Make any edits you wish.
9. Click the Save button.