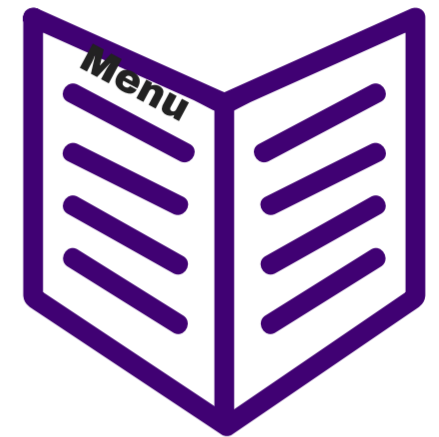




OWL ORGANIZATIONAL STRATEGY #2

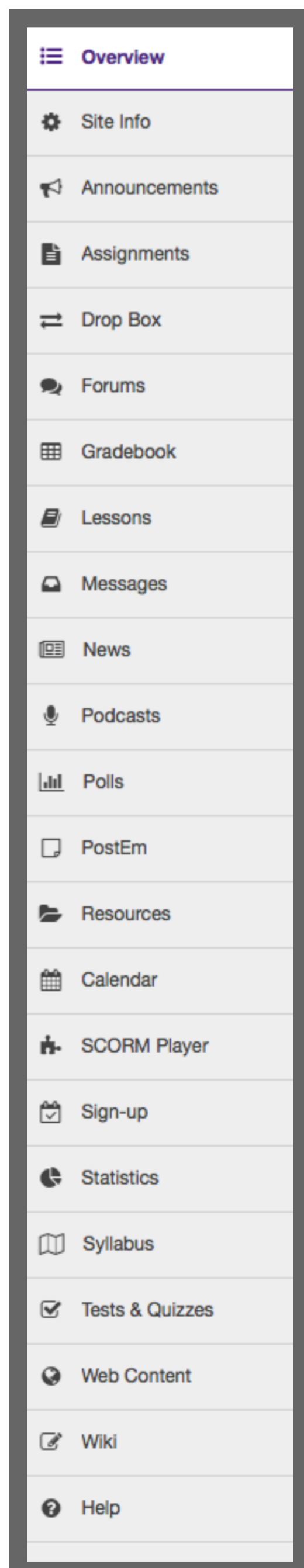
MENU TAB SELECTION AND ORGANIZATION

Students most frequently access course content and tools in OWL using the menu tabs to the right of the page. Purposefully selecting and organizing the tabs that students see and use simplifies user experience and improves course navigation efficiency.

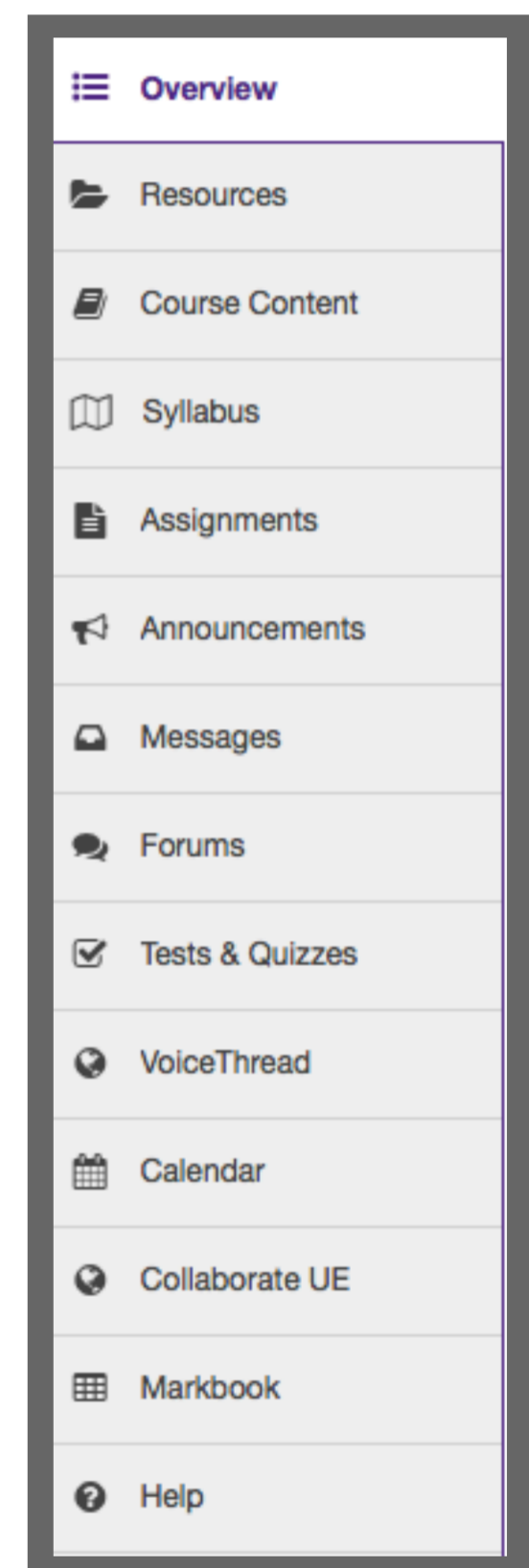


Course menu tabs are reorganized, hidden, made visible, or renamed by using the Site Info Tool--> Managing Site Tools

Before



After



TIPS FOR (RE)ORGANIZING COURSE MENU TABS



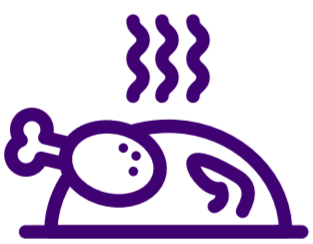
Avoiding renaming tabs during a course. Renaming and reorganizing menu tabs once the course has started can lead to learner confusion.



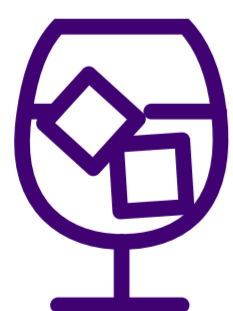
Regularly accessed menu tabs and those with important information should go at the top of the menu. Place the course syllabus tab at or near the top!



Merge tabs with similar information together and use subpages to organize their content, e.g., three separate tabs with assignment instructions becomes the "Useful Information About Course Assignments" tab.



Only make tabs visible if students really need to see them. For example, students don't need to see the Statics tab. Delete or hide tabs/tools not used in the course.



Avoid renaming core tools, such as Forums, Messages, Syllabus, Assignments, Announcements. Students become accustomed to these tools in OWL. Renaming them can lead students to overlook or ignore them.



If the course lists each lesson/module by tab, make the order in which they should be accessed clear in the title, e.g., Lesson/Module 1: Why Basket Weaving?