


Dashboard

The dashboard is the standard start page that you reach after logging in and where you can see all course content that has already been created with the Content Creator.

The dashboard can be divided into the following sections:

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1) Global menu

In the global menu, you can switch between the "Dashboard" and "Asset Management" areas

2) Create new course content

This function allows you to create a new course content. For more information, see [Create a new course content](#).

3) Filter course contents

In this area you can select or filter which course content you want to display in the dashboard (4):

- **My courses:** Only your course content is displayed (standard setting).
- **Shared courses:** All course content that other users have set as "shared" is displayed.
- **Search by name:** Only course content whose title matches the search criteria entered will be displayed.
- **Search by tag:** Only course content whose tags match the search criteria entered will be displayed.

4) View and edit course contents

The desired course content is displayed here, which can then be opened and edited by double-clicking.

By clicking on the cogwheel icon, additional functions can be called up for the course content:

- **Edit:** Course content is opened in edit mode (analog to double-clicking).
- **Copy:** A copy of the course content is created.
- **Copy ID to clipboard:** The course content ID is saved to the clipboard.
- **Delete:** Deletes the course content

5) Display settings

With these functions, you can set whether the course contents are to be displayed as a grid or list view. And whether they should be sorted alphabetically or by creation date.

6) Edit user profile

First name, last name and password can be changed here.

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