

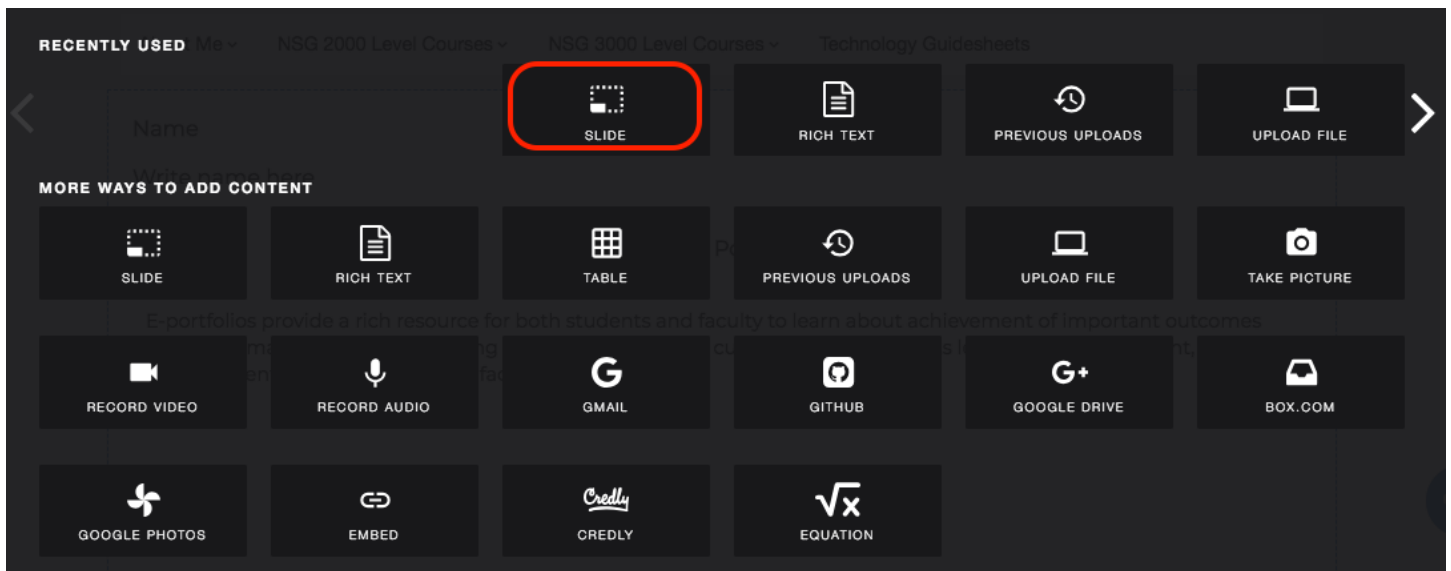


## Adding and Naming a Slide

**Step 1:** Click on the plus sign in the lower right-hand corner of the screen:



**Step 2:** Click on **SLIDE**:



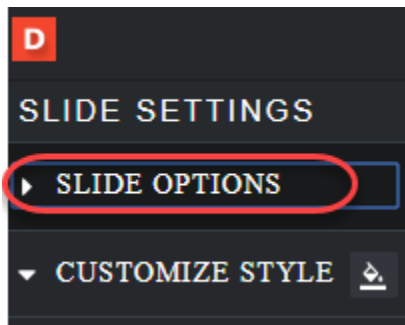
You will see a new Slide where you can Add Content.



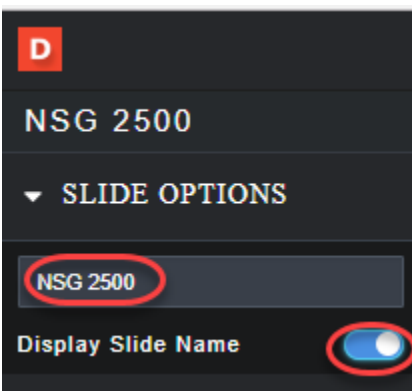
**Step 3:** Next, you want to name the Slide. Click on the Settings gear icon for your new slide:



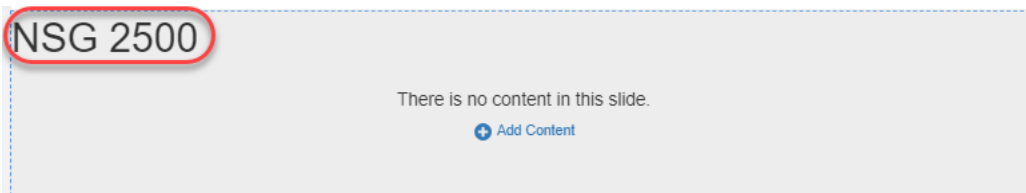
**Step 4:** Click on **SLIDE OPTIONS**:



**Step 5:** Enter the Name of the Course and click **Display Slide Name**:



The Slide/Course Name will be visible in the upper left corner of the slide.



Consult the [Uploading a File](#) or [Uploading Multiple Files](#) guidesheets to add content to the slide.