# How to Add an Item to your Curriculum Page

## To put a document in the Left Menu bar

### **STEPS**

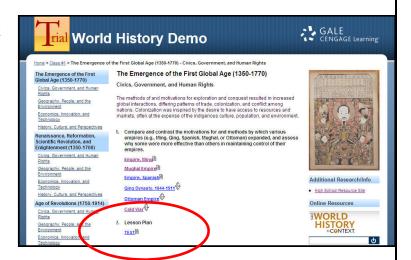
- Select your School and then the Instructor.
- Open the Class Link in a separate Tab or Window
- Select the Class you want to Update.
- Choose the Unit.
- Click on the "Create" link under the Link Menus Icon.
- Select "Add Menu."
- Give the Menu Name a Heading.
- Check off the Teacher View to hide and Submit.
- To add the file click on the "Create" button under the Links Heading
- Add a Link.
- Name the Item then select File.
- Locate the File on your desktop and then Submit

#### GALE CENGAGE Learning rial World History Demo Home > Class #1 > The Emergence of the First Global Age (1350-1770) - Civics, Government, and Human Rights The Emergence of the First Global Age (1350-1770) Global Age (1350-1770) Civics, Sovernment, and Human Rights Civics, Government, and Human Rights The methods of and motivations for exploration and conquest resulted in increased global interactions, differing patterns of trade, colonization, and conflict among nations. Colonization was inspired by the desire to have access to resources and markets, other at the expense of the indigenous culture, population, and environment. Geography, People, and the Environment Economics, Innovation, and Technology History, Culture, and Perspectives Compare and contrast the motivations for and methods by which various empires (e.g., Ming, Cing, Spanish, Mughal, or Ottoman) expanded, and assess why some were more effective than others in maintaining control of their empires. Renaissance, Reformation, Scientific Revolution, and Enlightenment (1350-1700) Civics, Government, and Human Rights Empire, Ming Geography, People, and the Environment Mughal Empire Empire, Spanish Economics, Innovation, and Technology Qing Dynasty, 1644-1911 . High School Resource Site History Culture and Perspectives Ottoman Empire TEST Age of Revolutions (1750-1914) Cold War Lesson Plan Test Online Resources

## To put a document Under a Subtopic

### **STEPS**

- Open the Class Link you want to Update in a separate Tab or Window
- Select the Class you want to Update.
- Choose the Unit you want to add your Lesson Plan to.
- Select the Topic Name you want to Teach to.
- Click on "Add Subtopic"
- Label it.
- Click on the "Label"
- Add an Article
- Label Article.
- Select File
- Locate the file on your Desktop and then Add the File.
- Go to the Open Example and Refresh the Page to see the new Link.



Students can view Links this way