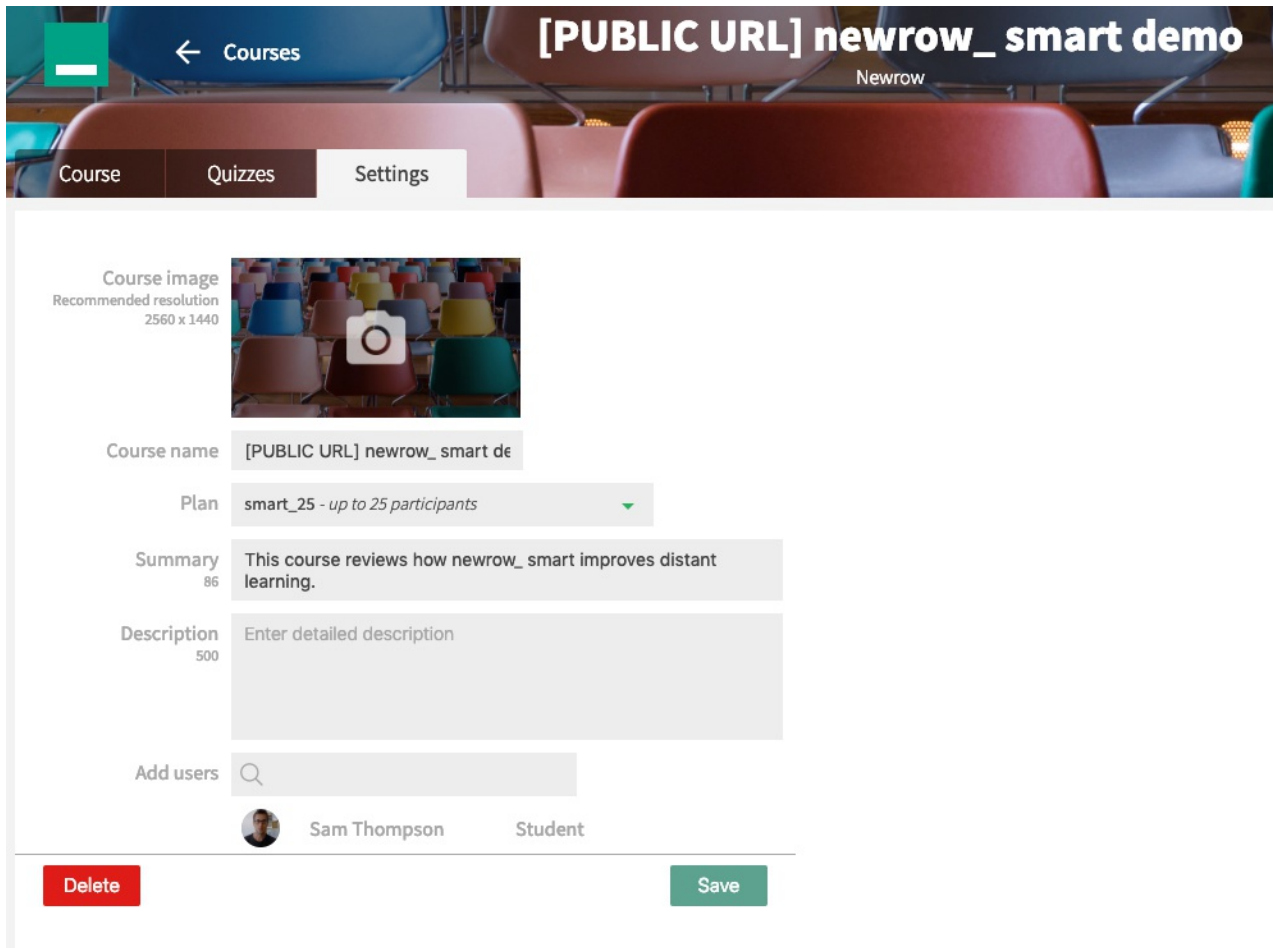


Edit Your Course Settings

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This article describes how to customize your course image, name, and quick summary. You must have an *Admin* role to change your course name, image, and summary.



Access Course Settings

1. Select a course in the *Course Directory*,
2. Click the **Settings** tab.

Change Course Image

The course image is a great way to add a customized experience for your learners. This image is used both in the *Course Directory* as well as the guest sign in page as a background banner image.

1. In *Course Settings*, click the default *Course Image*.
2. From your file browser, choose the image you want to represent your course.
3. Click the **Save** button to update the image.

Update Course Name

The course name appears in the *Course Directory* as well as the guest sign in banner.



1. In *Course Settings*, enter the new name in the *Course Name* field.
2. Click the **Save** button,

Update Plan

After purchasing a license, you'll be able to make your course active.

1. Click the green drop down arrow in the *Plan* field.
2. Select your plan.

Enter Course Summary

The *Course Summary* appears only in the Course Directory.

1. In *Course Settings*, enter the summary in the *Course Summary* field.
2. Click the **Save** button.

Add Users

You can add users to your course that have previously been invited to your Live Room.

1. Search for a person's name.
2. Click on that person to add them to the course.