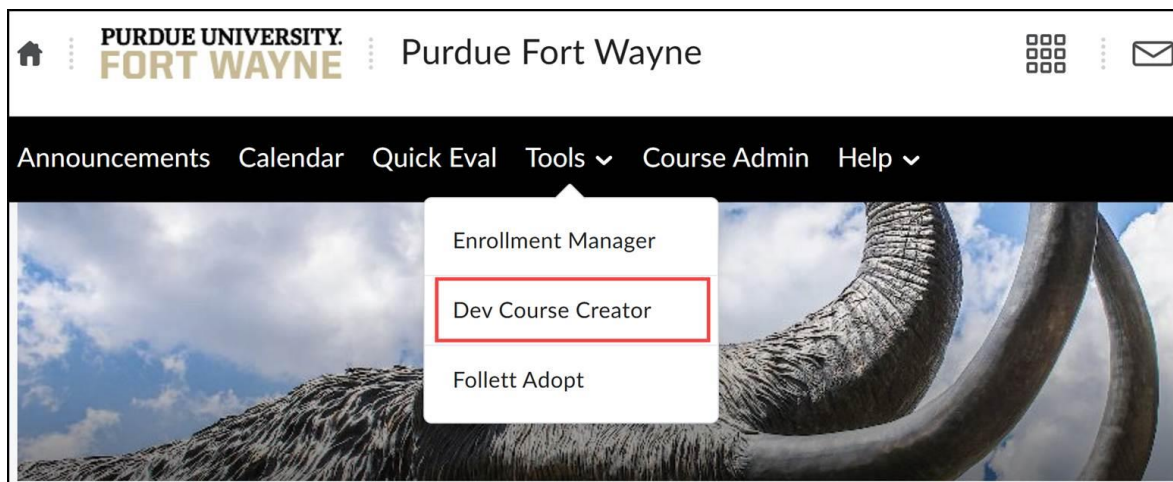


Course Templates Guide (8-week and 16-week)

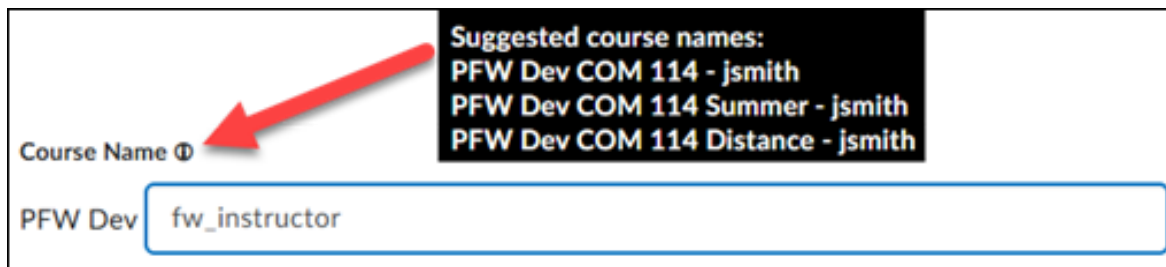
There are two course templates (16-week and 8-week) you can use to design your courses in Brightspace. They provide a simple navigation sidebar to help students quickly find the course content. Please follow the steps below to create a Brightspace Dev Shell with one of the templates.

1. Login to Brightspace. (Do not click on a course yet.)
2. On the landing page, click **Tools** and select **Dev Course Creator**.



3. Replace the **Course Name** text with a meaning name for your Development Course shell.

Tip: Click the 'Info Icon' for suggested course names.

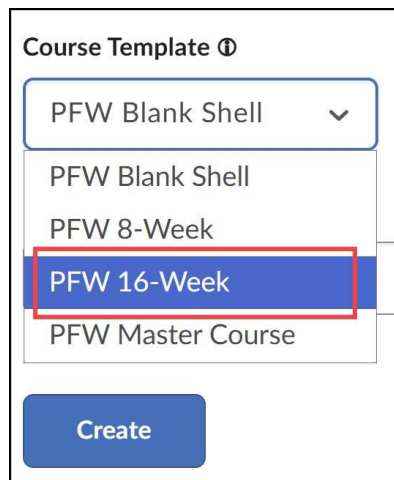


Course Name ⓘ

Suggested course names:
PFW Dev COM 114 - jsmith
PFW Dev COM 114 Summer - jsmith
PFW Dev COM 114 Distance - jsmith

PFW Dev fw_instructor

4. Choose **PFW 16-Week** or **PFW 8-Week** based on the length of the course.



The image shows a 'Course Template' dropdown menu. The menu is open, displaying four options: 'PFW Blank Shell', 'PFW 8-Week', 'PFW 16-Week', and 'PFW Master Course'. The 'PFW 16-Week' option is highlighted with a blue background and is also enclosed in a red rectangular box. Below the dropdown menu is a blue button labeled 'Create'.

5. Click **Create**.

Note: Once the course is created (only takes a few seconds), the Course Home of the newly created course shell will open.