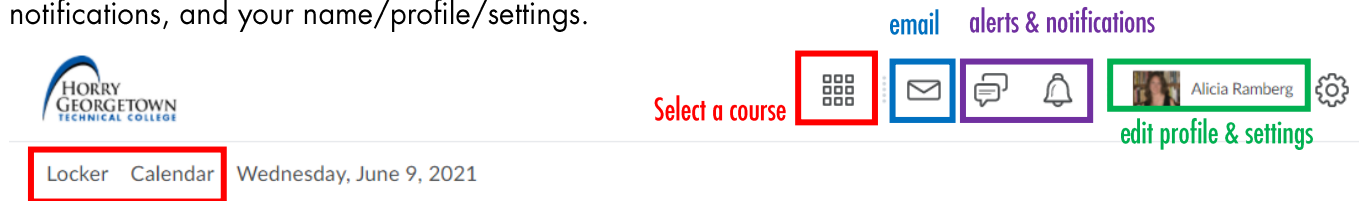


PACE ORIENTATION GUIDE

D2L Quick Start Guide for Students

The navigation bar, also known as the “navbar,” will always be displayed at the top of the page in D2L. This navbar contains a tile grid for course selection, quick access to your email and important notifications, and your name/profile/settings.

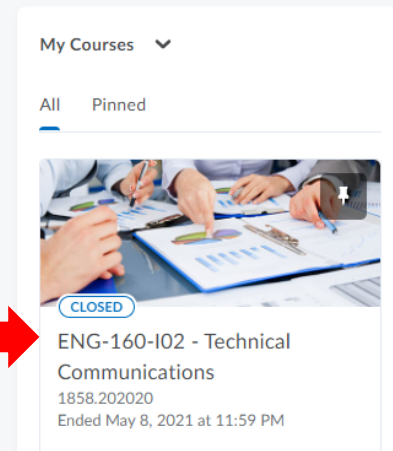


On the D2L home page (displayed when you first log in to D2L), you will see additional links to your **Locker & Calendar**.

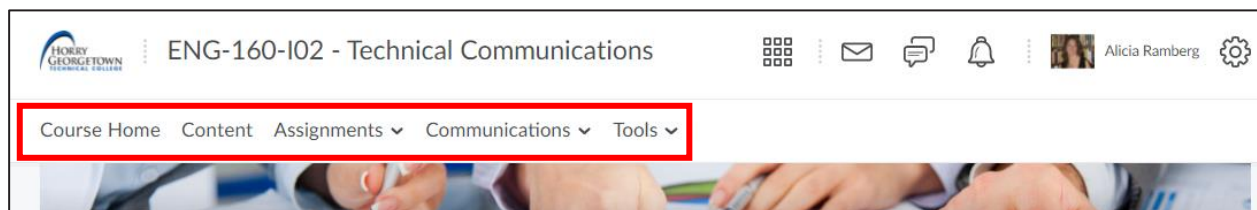
- Locker – cloud storage for personal files
- Calendar – displays upcoming deadlines & important dates for your courses (may not be used by all instructors)

To access a specific course, use the tile grid shortcut in the navbar or select a course from the “My Courses” list on the right side of the screen.

Course access will be available on the day the class begins.



Use the tabs within each course to navigate through the materials and assignments.



Here are some of the key tools you will be using; your instructor may use additional features as well:

- **Content** – This is where your instructor will share course documents, assignment sheets, videos, readings, PowerPoint slides, links, etc.
- **Assignments** (dropdown menu contains several different tool options)
 - **Discussions** – area for posting messages and replying to other classmates’ messages
 - **Dropbox** – used for submitting written (and similar) assignments
 - **Quizzes** – area for taking quizzes, exams, and other similar assessments
- **Communications** – contains shortcut links to News, email, and chat
- **Tools**
 - **Attendance** – contains your attendance records for the course
 - **Grades** – contains your grades earned on assignments in the course
 - **Classlist** – list of all students enrolled in the course
 - **Calendar** – quick link to Calendar tool (home page of course also displays upcoming events for that course)