Create courses (see A) and copy courses (see B)

Please navigate to Repository / Repository - Home / your section / your department and choose the category “Lehrveranstaltungen SS 20”.

Click the button “Add New Item” and select “Course”.

A) Select “Option 1: New Course”. Add the title of the course and add your name in the description field. Then click on “Add Course”.

B) Select “Option 3: Copy Course”. Enter the name of your course and then click “Continue”. Choose the course from the list that you would like to copy and click “Continue” again. Then click “Copy Course”.

You can add additional administrators to the course by opening it and selecting the tab “members”: