Learning Hub Quick Reference Guide: Change Format

□ Change the number of topics/weeks	**How to:** 1. Click on **Edit Settings** in the Administration Block 2. Scroll down to just under the description box and change to either Topics or Week 3. Select the number of topics/weeks you want (you can also go back in and modify this) 4. Scroll to the bottom and click **Save changes**
□ Can I change the titles on my headings?	**How to:** 1. Click on the "Gear" icon under the heading ⚙ 2. Uncheck use "default section name" 3. Put in the heading name you want for that block

The default is Weekly format
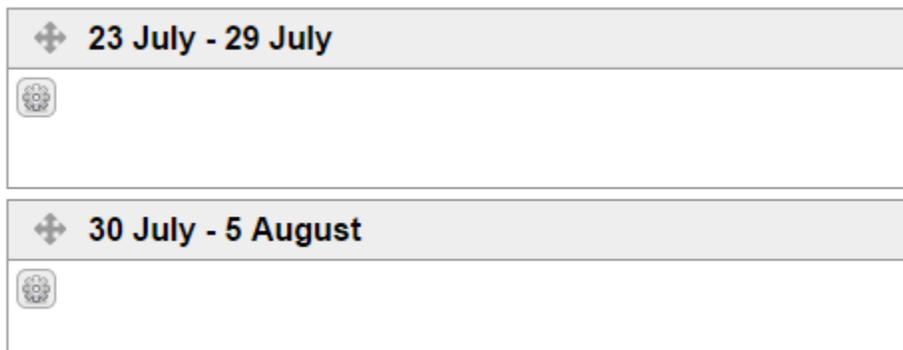
Screen shot of what to change in the Edit Settings
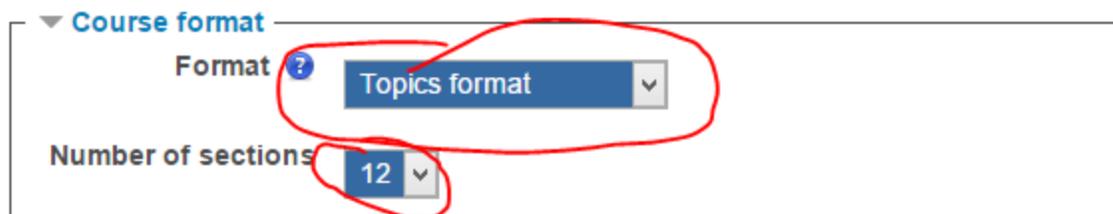
Screen shot of the editing heading name: