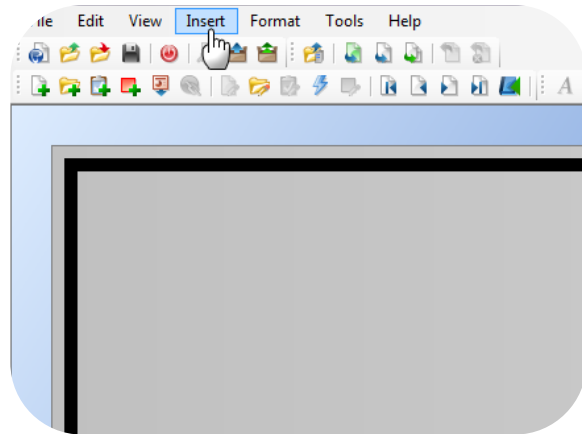
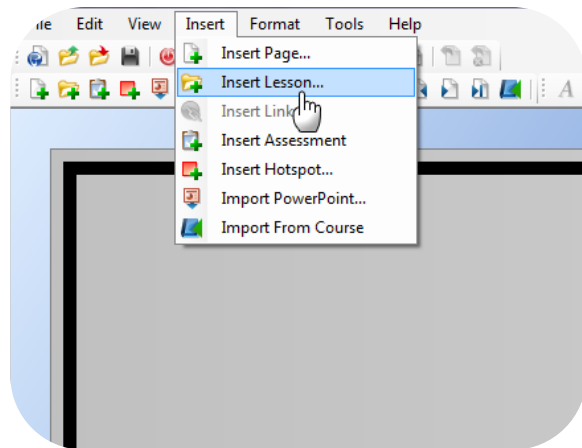


creating a lesson

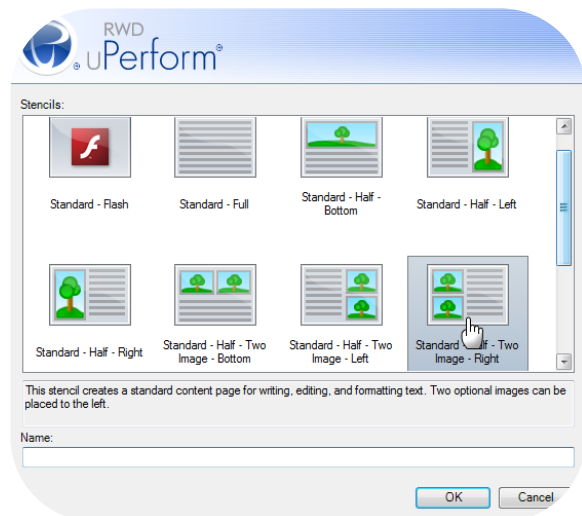
1. Click 'Insert' in top menu bar.



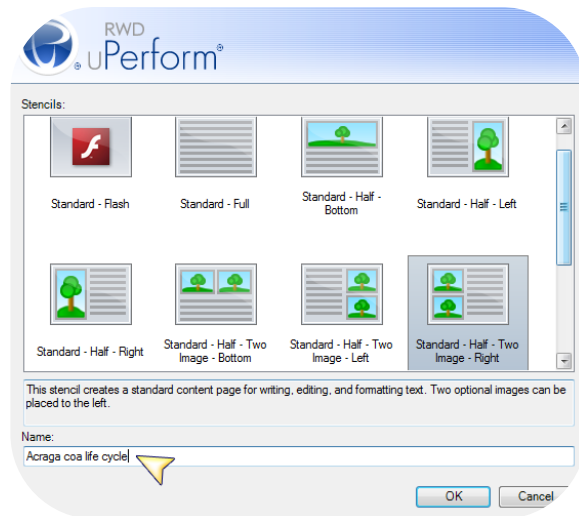
2. Select 'Insert Lesson...'. The 'Insert Lesson' window displays.



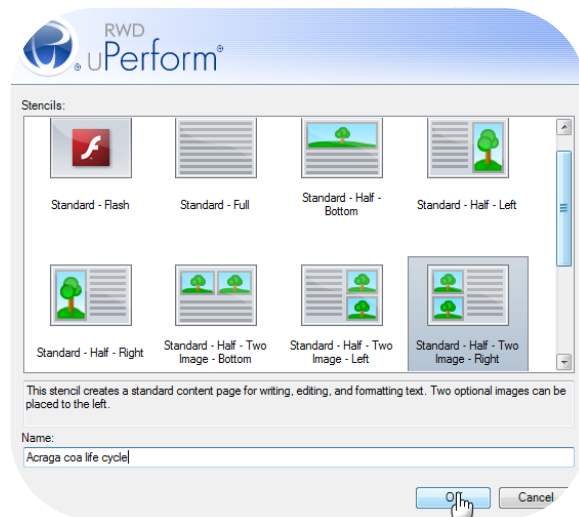
3. Select a stencil for the intro page to the lesson.



4. Type the lesson name into the 'Name' field. Click 'OK'.



5. Click 'OK'. Your lesson has now been created.



6. Your right-hand navigation menu should look like the diagram.

