LearningZone Dashboard Navigation
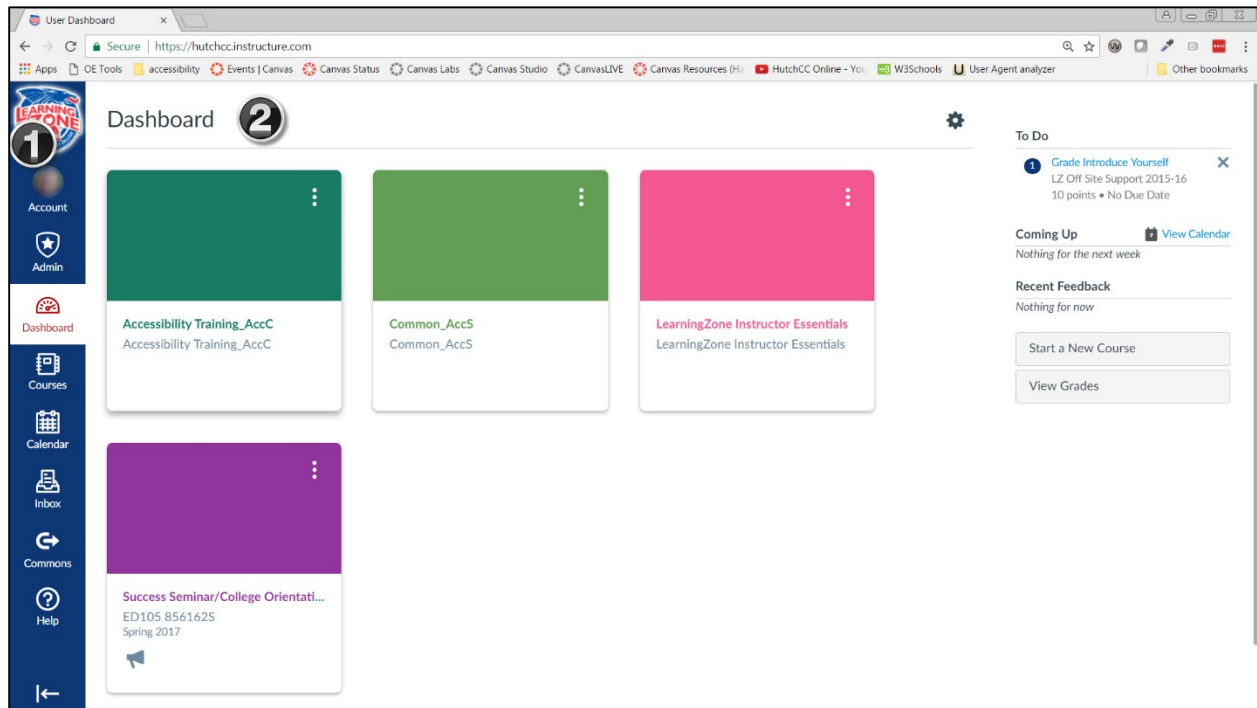
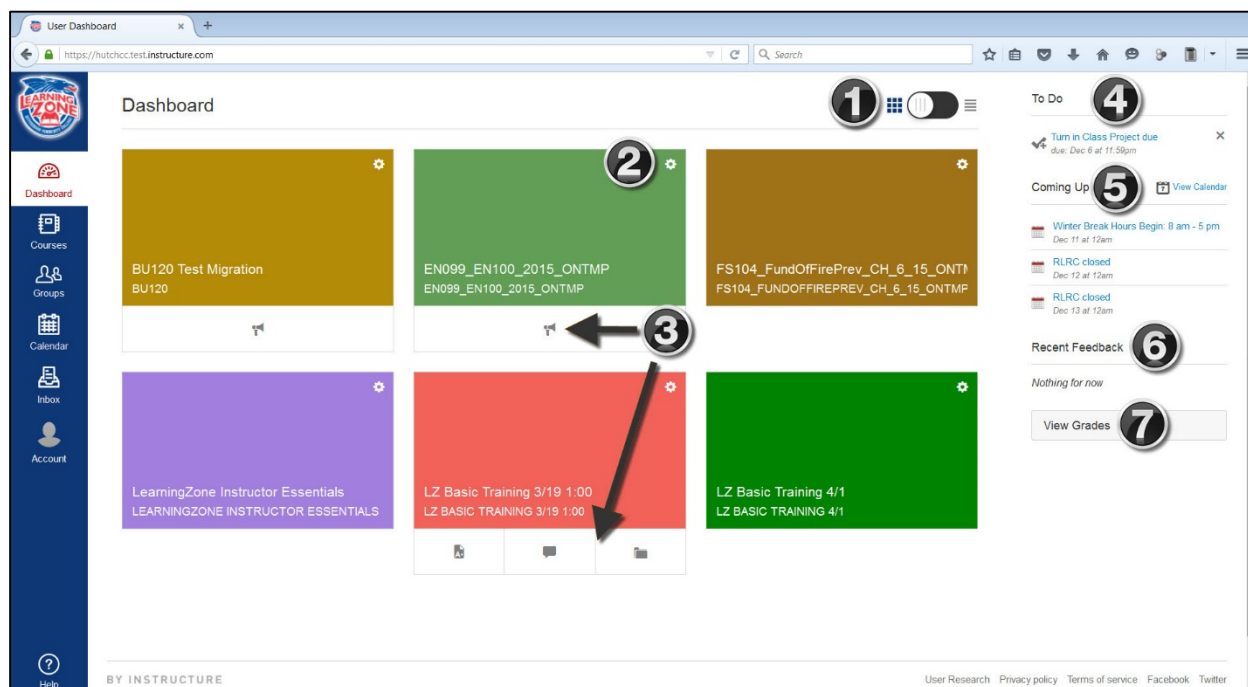| #	Name	Description
1	**Global Navigation Menu**	This menu provides quick links to all main LearningZone areas and can be accessed from any area in LearningZone.
2	**Dashboard**	The Dashboard defaults to the course view, which provides access and updates in favorited courses.

The next page provides specifics on how to navigate each of these areas in LearningZone.

Global Navigation Menu
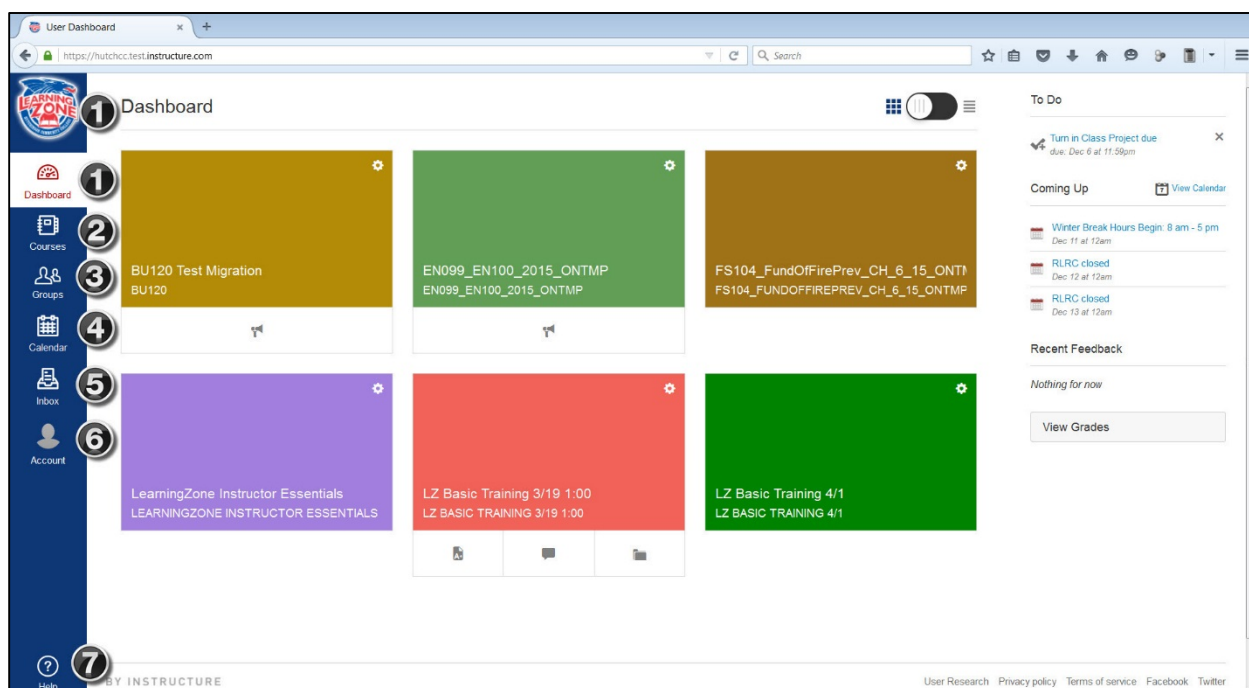
#	Name	Description
①	**LearningZone logo or Dashboard**	Either of these buttons will display the LearningZone Dashboard
②	**Courses**	After clicking the Courses button, a menu will expand and display any course(s) in which you are enrolled. To view a course, click the name of the course. To customize your courses list or to view all your LearningZone courses, click the All Courses link.
③	**Groups**	This button will be visible only if you are enrolled in any groups. An expanded menu will display all groups in which you are enrolled. To view a group, click the name of the group. To view all of your groups, click the All Groups link.
④	**Calendar**	The global calendar will display events/assignments for all of your classes. An assignment that is crossed out indicates that it has been submitted.
⑤	**Inbox**	This is your LearningZone course mail only; it does *not* replace your HCC email account. Use this to communicate privately with others in your courses.
⑥	**Account**	Edit your profile and user settings, set notifications, upload or access personal files, or create an ePortfolio. **This button is also where you can log out of LearningZone.**
⑦	**Help**	Click here for any type of help in LearningZone. A menu will pop up that allows you to ask your instructor a question, search for help in the Canvas Guides, or report a problem you're having in your course to support personnel at HCC.

Dashboard

#	Name	Description
①	**Dashboard toggle**	The Dashboard defaults to course view (shown here), but the toggle button allows you to view the Recent Activity Stream. The Recent Activity Stream shows activity for all your LearningZone courses including announcements, discussions, assignments, and conversations.
②	**Settings**	By clicking the gear icon on a course tile, you can give the course a nickname and/or change the color of the course tile.
③	**Course Activity icons**	Each course can display up to four tabs that represent student course activity: announcements, assignments, discussions, and files. Discussions and announcements display the number of new activity items in the course (indicated by the blue number badges).
④	**To Do**	The To Do list shows assignments you need to turn in. Items remain in this section for two weeks.
⑤	**Coming Up**	The Coming Up list shows assignments and events coming up in the next seven days.
⑥	**Recent Feedback**	The Recent Feedback list shows assignments with feedback from your instructor.
⑦	**View Grades**	This button allows you to view grades for all of the courses in which you are enrolled.