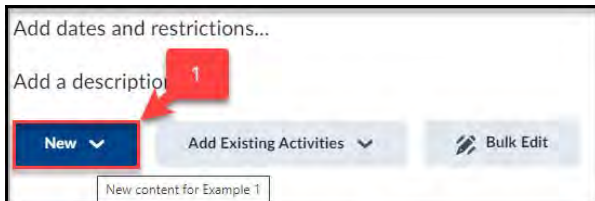




Creator+

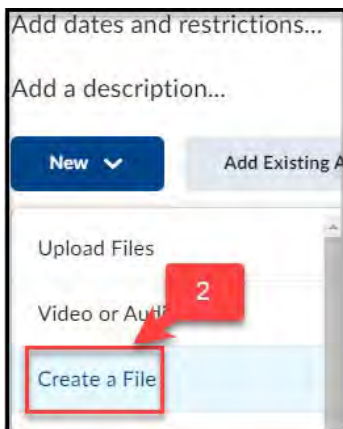
Inserting Elements or Practices into Momentum Content

1. In the Content tool, from within a module, select the **New** button.

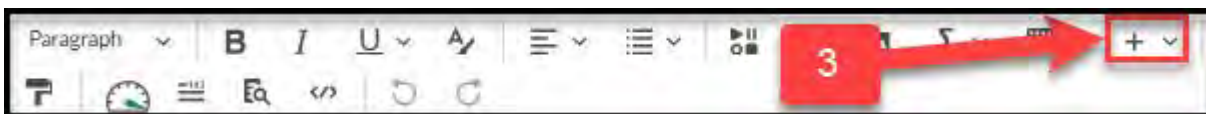


2. Select **Create a File**.

NOTE: You may also edit an existing Content File.



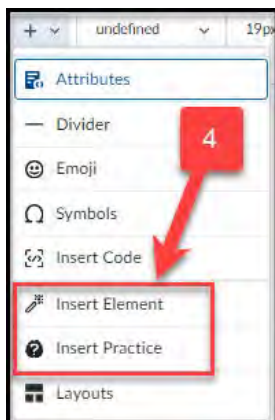
3. Select the **Other Insert Options** menu [+] in the HTML Editor.



4. Select either **Insert Element** or **Insert Practice** from the menu.

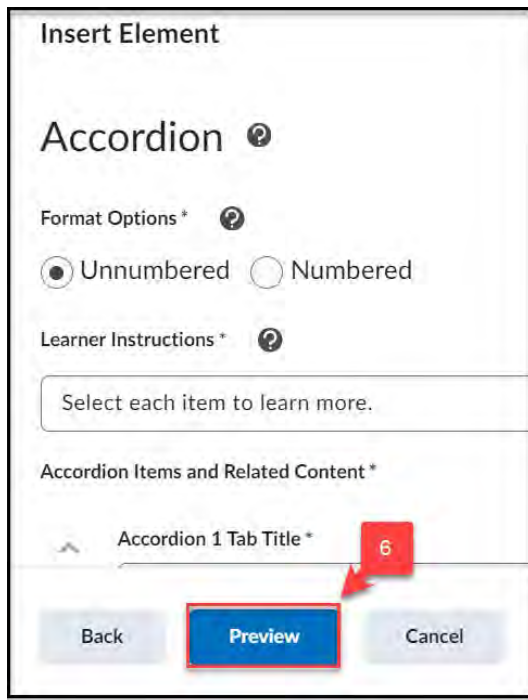
-Insert Elements: Tools to engage students with course content to deepen comprehension.

-Insert Practices: Tools to reinforce concepts with knowledge checks and immediate feedback.



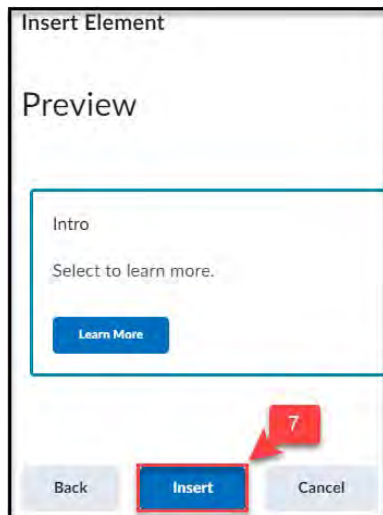
5. Select the Element or Practice that you want to create from the available list.

6. Complete the required fields to configure the Element or Practice. When adding an Element, you will need to select **Preview** to continue.



The screenshot shows the 'Insert Element' dialog box for an 'Accordion' element. The title is 'Insert Element'. Below the title is the word 'Accordion' with a help icon. Underneath is 'Format Options*' with a help icon and two radio buttons: 'Unnumbered' (selected) and 'Numbered'. Below that is 'Learner Instructions*' with a help icon and a text input field containing 'Select each item to learn more.'. Underneath is 'Accordion Items and Related Content*' with a dropdown menu showing 'Accordion 1 Tab Title*'. A red box with the number '6' and an arrow points to the 'Preview' button at the bottom. The 'Preview' button is highlighted with a red border. Other buttons are 'Back' and 'Cancel'.

7. When you are satisfied with the Element or Practice, select **Insert** and then close the confirmation pop-up.



The screenshot shows the 'Preview' dialog box for an 'Accordion' element. The title is 'Preview'. Below the title is a preview of the accordion content: 'Intro', 'Select to learn more.', and a 'Learn More' button. At the bottom, there are three buttons: 'Back', 'Insert', and 'Cancel'. A red box with the number '7' and an arrow points to the 'Insert' button, which is highlighted with a red border.

8. Continue to add content to the page, and when finished, select **Save and Close**.