Quick Start Guide: SoftChalk Create Online
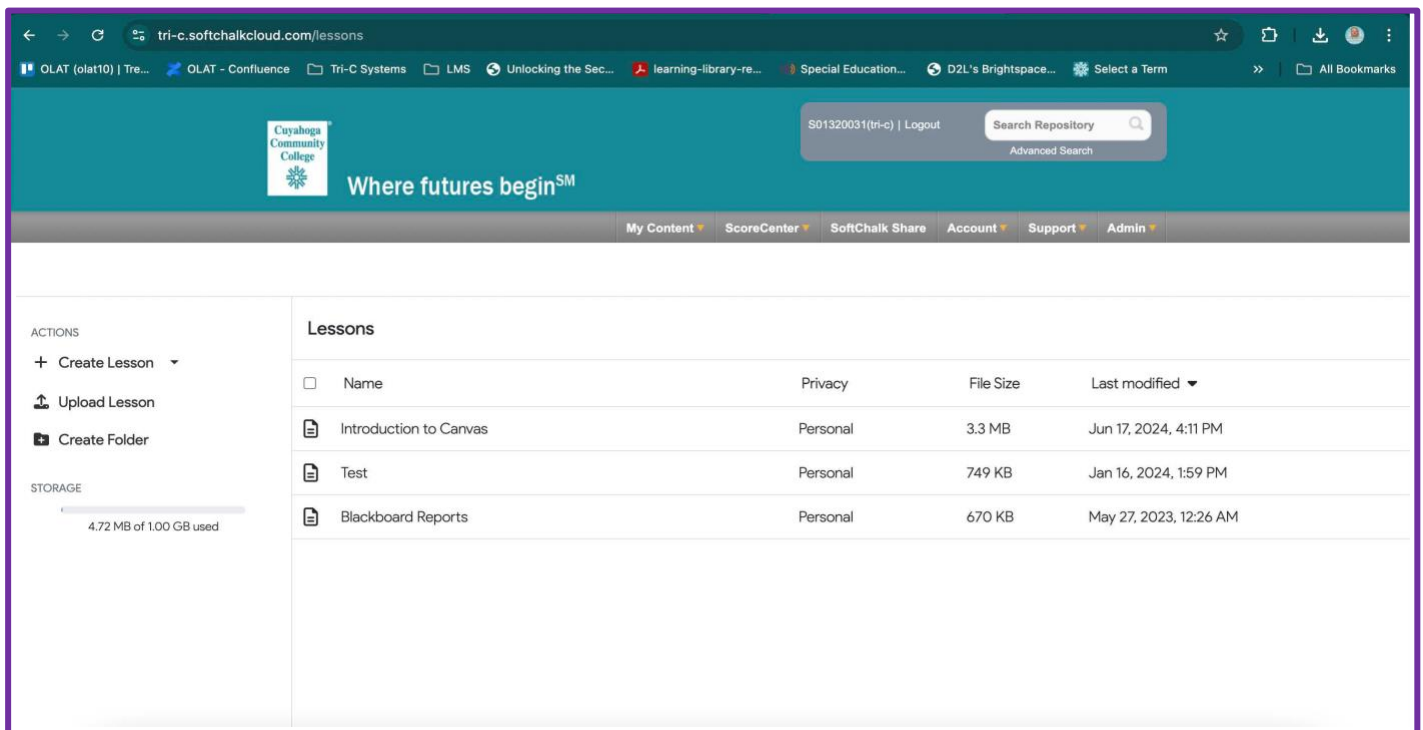
1. To access SoftChalk Create Online, go to https://tri-c.softchalkcloud.com
2. To log in to the SoftChalk Cloud, enter your Tri-C S number and password.

3. On the home screen, hover over the "My Content" tab.

4. Select the "Lessons" button.
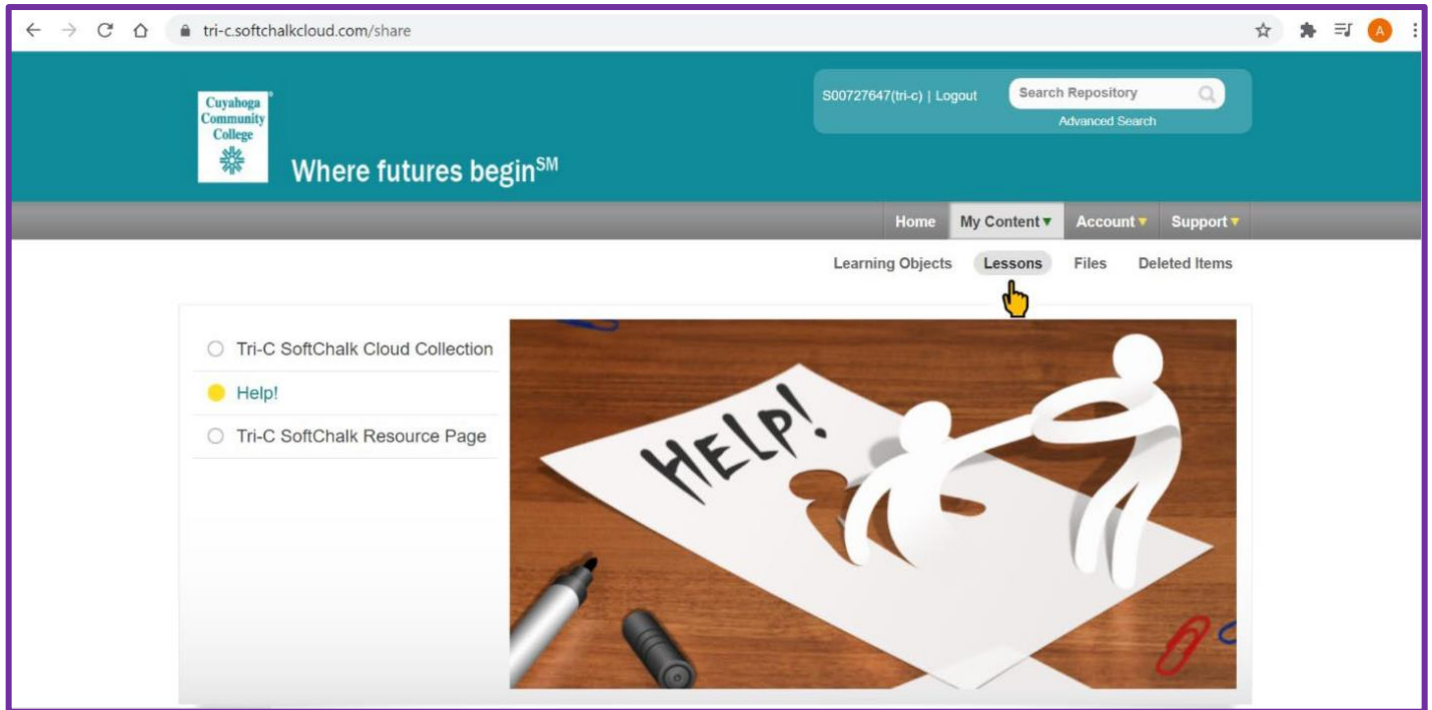
5. To create a new lesson, select the "Create Lesson" link in the action menu on the left- side of the screen.
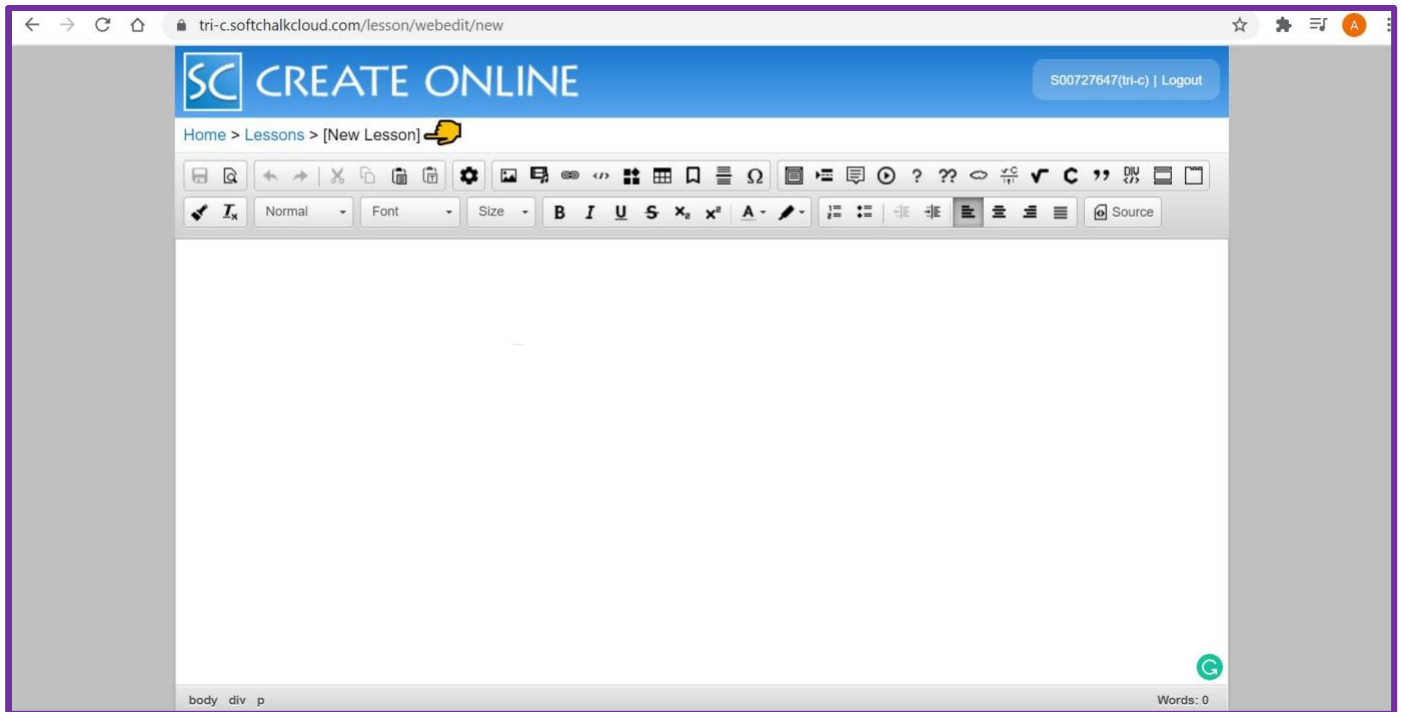
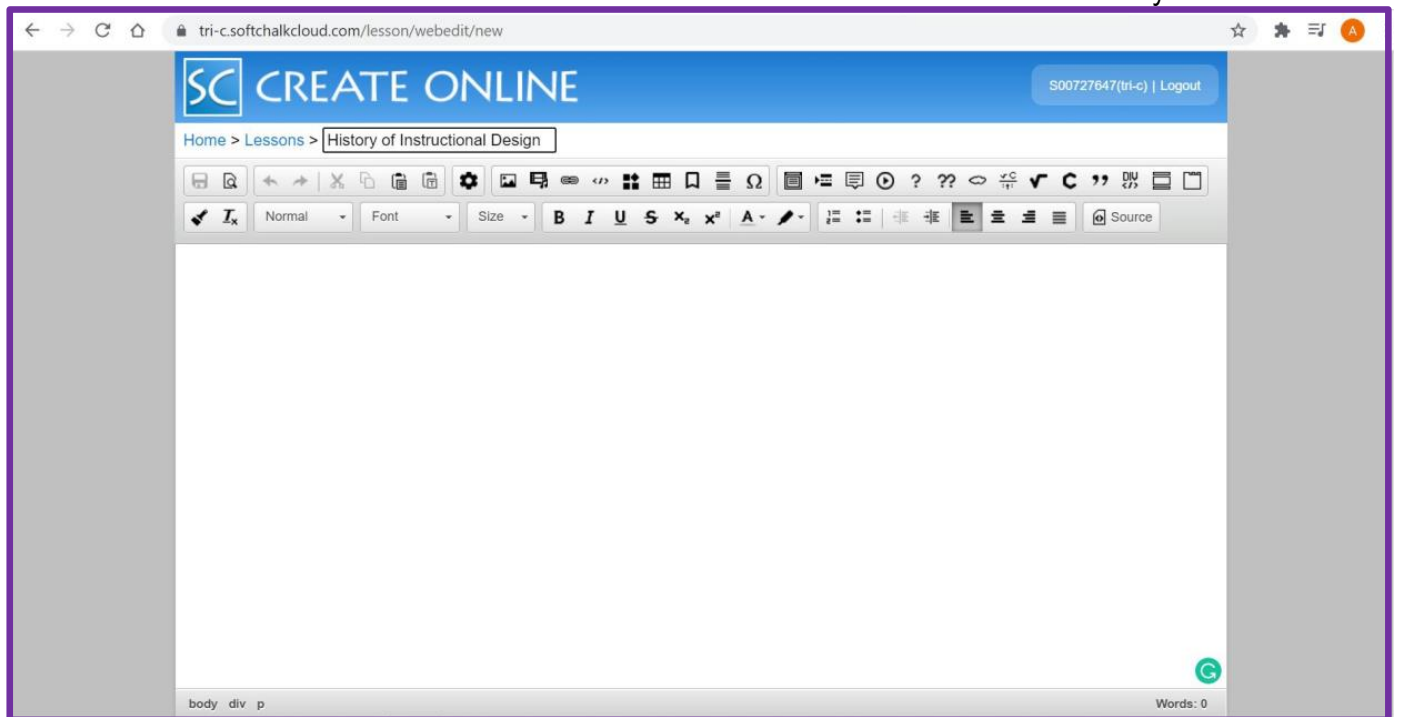6. To edit an existing lesson, hover over lesson you would like to edit and select the pencil icon.
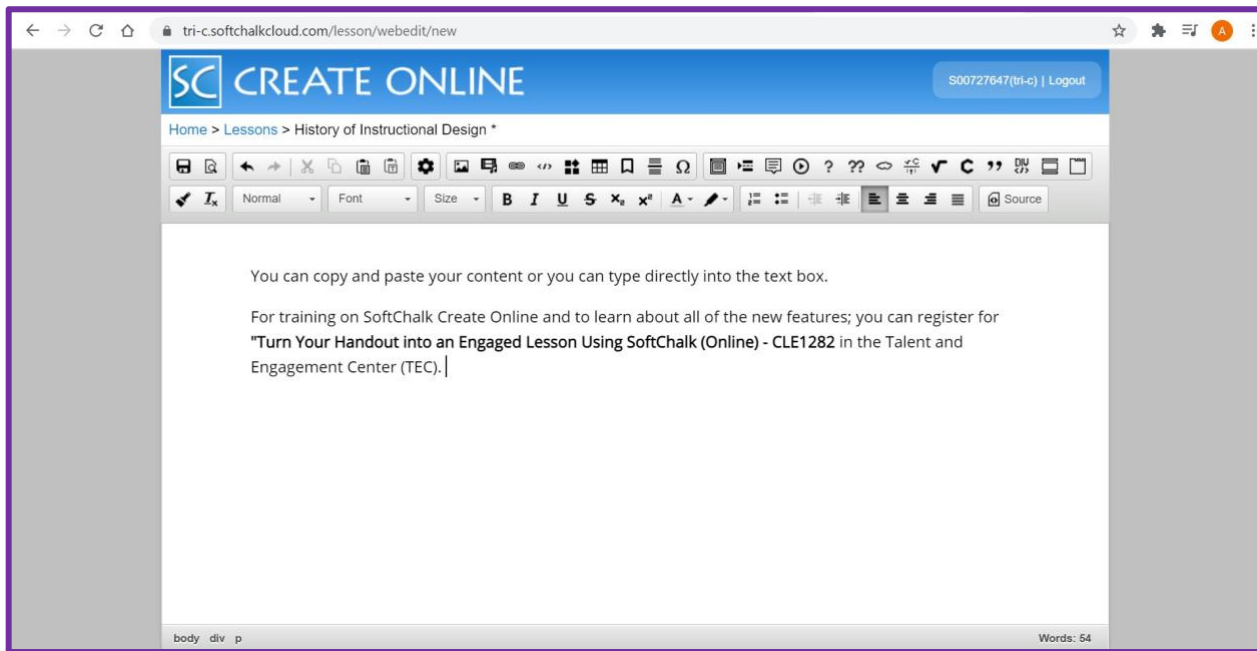
7. If creating a new lesson, locate the naming field at the top left corner of the screen.

8. Click on the "New Lesson" text inside of the brackets and enter the new title of your lesson.

9. To begin creating your lesson, copy and paste your content into the text area or you can type directly into the text box. Be sure to hit the "save" icon before closing your web browser.

For further instructions, visit OLAT Softchalk Resource Page or Softchalk's Page for Brightspace.

If you have further questions, please contact the Tri-C Help Desk.