



Add an Existing Activity

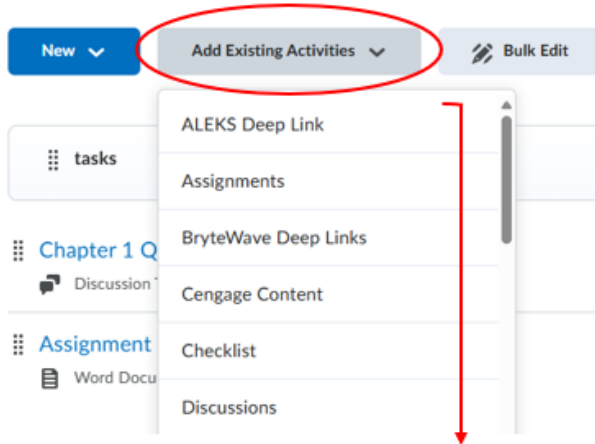
Why Do I Need This Workflow?

Activities in D2L include Discussions, Assignments, and Quizzes. While these are covered in other modules, this section focuses on how to add existing activities to the Content page so learners can easily access them.

Workflow Steps:

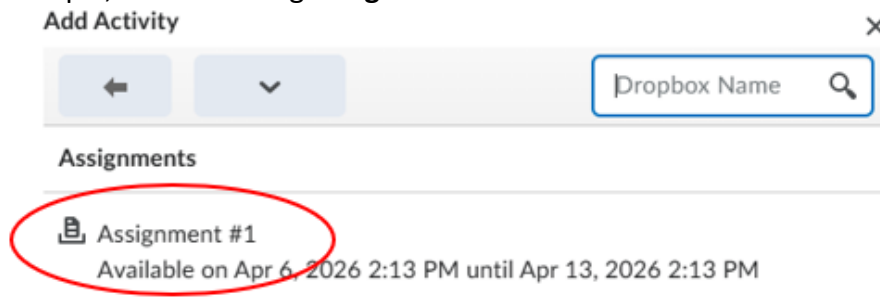
Step one:

Navigate to the Module you want to add an activity to. Click **Add Existing Activities**. From the drop-down menu, select the type of activity you want to add.



Step two:

In this example, we are adding **Assignment #1**



Step three:

It will populate in the Module.

Module #1 ▾

Add dates and restrictions...

Add a description...

New ▾ Add Existing Activities ▾ Bulk Edit

tasks

Chapter 1 Quiz 1 ▾
Discussion Topic

Assignment #1 ▾
Assignment

Best Practice:

Add the activity to the module that contains the related course material. It is not recommended to create separate modules for activities. Placing activities within the relevant module helps keep students on track. For example, instead of having separate folders for all assignments, discussions, and quizzes, organize content by week or module (e.g., Week One or Module One) and include the related assignment, discussion, and quiz together.