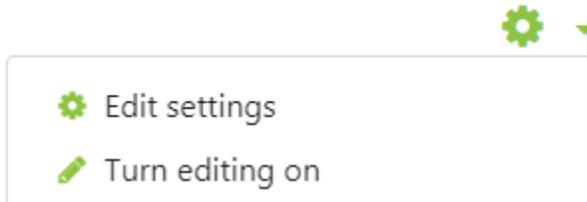# Hide or Show Course Elements in OnCourse

How do you make OnCourse elements hide or show to my students?

Step-by-step guide

A. Show/Hide individual content items

1. Access the course in OnCourse and turn on editing. Locate the green gear icon on the upper right hand side of the page. From the drop-down menu select Turn editing on.

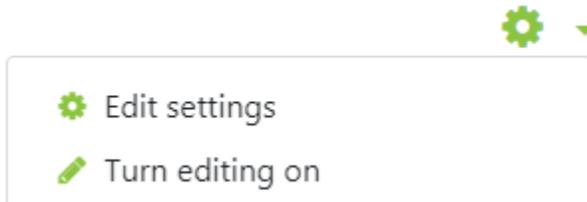2. Locate the item to show/hide and click the Edit drop-down menu associated with the item

3. Click the Show or Hide link
   1. If the item is already hidden you will see "Show" in the menu. If the item is showing, you will see "hide" in the menu.

B. Show/Hide topic areas

1. Access the course in OnCourse and turn on editing. Locate the green gear icon on the upper right hand side of the page. From the drop-down menu select Turn editing on.

2. Locate the topic area to show/hide and click the Edit drop-down menu associated with the item

3. Click the Show Topic or Hide Topic link
   1. If the item is already hidden you will see "Show" in the menu. If the item is showing, you will see "hide" in the menu.

C. Use date restrictions to show/hide individual content items

1. Access the course in OnCourse and turn on editing. Locate the green gear icon on the upper right hand side of the page. From the drop-down menu select Turn editing on.

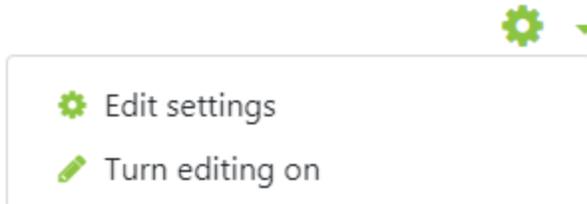2. Locate the item to show/hide and click the Edit drop-down menu associated with the item

3. Click the "Edit Settings" link
4. Scroll down and expand the "Restrict access" section by clicking on it.
5. Press the "Add restrictions" button
6. Press the Date button
7. To hide a content item until a certain date:
   a. Select "From" in the first drop-down menu
   b. Choose the Day, Month, Year, and Time for the content item to be released.
      i. The time is listed in military time. For 5pm, select 17 in the hour box

Access restrictions

Student [must ▼] match the following

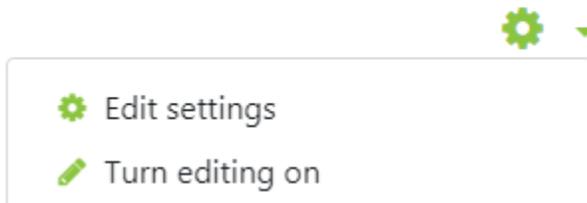👁 Date [from ▼] [29 ▼] [September ▼] [2017 ▼] [17 ▼] : [00 ▼] ✕

8. Press "Save and return to course."
   The date restriction will be posted on the course main page for your students to see. It will say "Available from "Insert set date and time here."

D. Use date restrictions to show/hide topic areas

1. Access the course in OnCourse and turn on editing. Locate the green gear icon on the upper right hand side of the page. From the drop-down menu select Turn editing on.

2. Locate the topic area to show/hide and click the Edit drop-down menu associated with the item

+Add an activity or resource

3. Click the "Edit Topic" link
4. Scroll down and expand the "Restrict access" section by clicking on it.
5. Press the "Add restrictions" button
6. Press the Date button
7. To hide a content item until a certain date:
   a. Select "From" in the first drop-down menu
   b. Choose the Day, Month, Year, and Time for the content item to be released.

i. The time is listed in military time. For 5pm, select 17 in the hour box

Access restrictions

Student [must ▾] match the following

👁 Date [from ▾] [29 ▾] [September ▾] [2017 ▾] [17 ▾] : [00 ▾] ✕

8. Press "Save and return to course."
The date restriction will be posted on the course main page for your students to see. It will say "Available from "Insert set date and time here."

ⓘ **Hints:**

- If an item that has a grade associated with it is hidden, the grade will NOT be calculated into the course grade. Default settings in the gradebook can be changed to modify this.
- Consider using timed release of sections, to stagger access to content.

Short URL to this page: https://answers.fredonia.edu/x/$action.getTinyUrl()

Related articles

- Adding a YouTube Video to OnCourse
- Create an Assignment in an OnCourse Gradebook
- Drop the Lowest Grade in OnCourse Gradebook
- Exporting Your Roster From OnCourse
- Uploading a File in OnCourse