How do I choose which tools will be available in my course?

Sakai has many different tools available to use in your course or project site. You may choose which tools you want to use and may add or remove tools at any point.

Go to Site Info.

Select the Site Info tool from the Tool Menu of your site. Site Info offers several options for managing your course site.

Click Manage Tools.
Select your set of tools.

As you select tools from the "General" list on the left side of the screen, they are added to the "Selected tools" list on the right side of the screen. The right side of the screen displays the tools you have selected.

### Add multiple instances of some tools. (Optional)

#### Customize tool instances

- **Lessons**
  - **Title**: Lessons
  - **Source**: http://

The Lessons tool may be used as a single tool on the Tool Menu where students click to see all Lessons, or there can be multiple Lessons tools added to the Tool Menu so that each tool is a separate Lesson. See the Lessons tool tutorial for more information.
The Web Content tool points to any URL you enter and you may create as many of these as you want.

Click on the More Lessons Tools? or More Web Content Tools? drop-down menus to add additional instances of these tools.

Example: Multiple tool instances.

The example above shows two Lessons tools (Lessons and Lessons 2) and two Web Content tools (Sakai and Apereo).

Click Continue.

Once you have made all of your tool selections, scroll down and click Continue.
Confirm tool selection.

New tools added are shown in red font. Confirm that these are tools you want to add and click Finish. New tools are typically added to the bottom of the Tool Menu once you save your changes. See the How do I reorder tools? tutorial for instructions on how to change the tool order.