Adding the Time Management Toolkit

1. Go into the course
2. Click on Course Content
3. Click on the module to which you would like to add the toolkit
4. Click on New
5. Click on Add Object from LOR

6. Search for Time Management Toolkit
7. Select the Time Management Toolkit in QEP Toolkit Repository (see image below)
   a. IMPORTANT: Please make sure to select the Time Management Toolkit located in the QEP Toolkits repository.
8. Click **Next**
9. Select **Dynamic Link to Newest Version**

10. Click **Next**
11. Click **Create Topic**