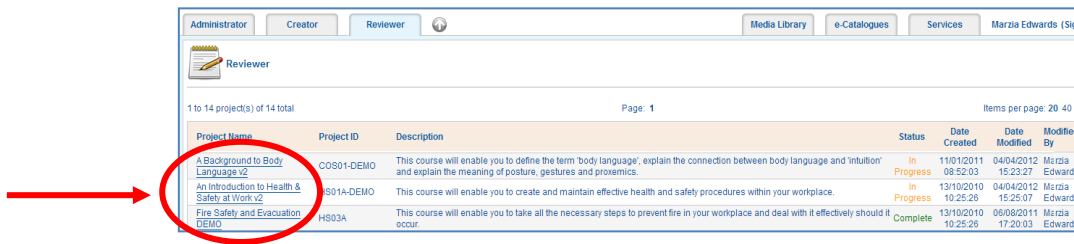



As part of the quality assurance process, a course cannot be published until all its elements have been accepted by the Reviewers.

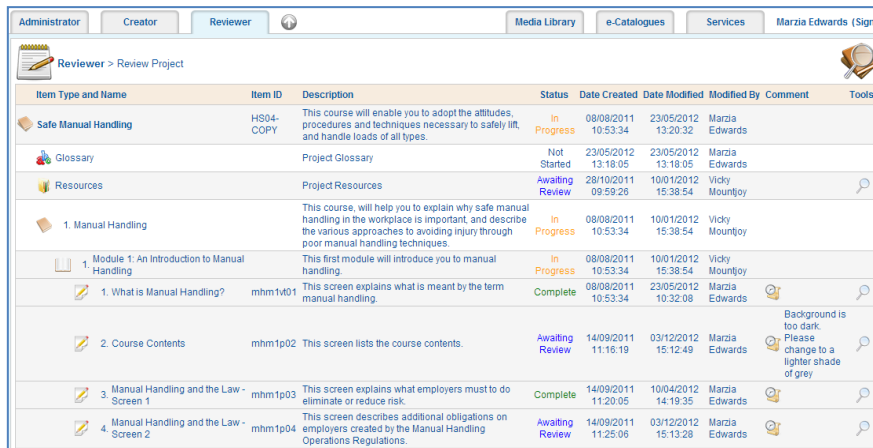
To access the functionality that allows you to do this:


- 1) From the main **Reviewer** tab, click on the name of the project you wish to review:

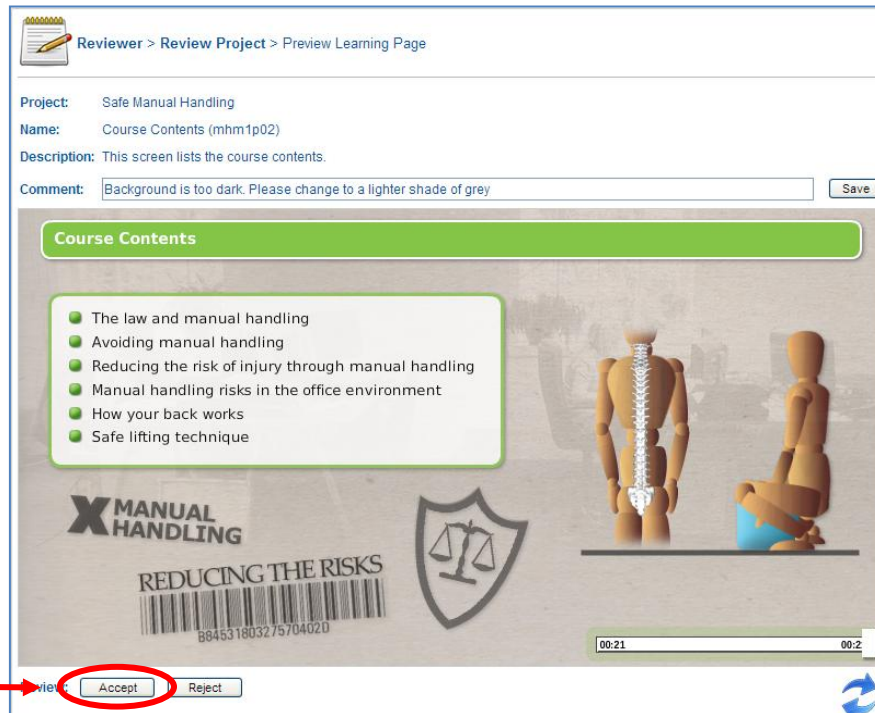


- 2) You will see the course structure with each item that has been marked as complete by

the Creators displaying the status 'Awaiting Review' and the  icon appearing next to it:



- 3) To view the contents of each of the course elements, click on the  icon. You will see the **Preview** page for the item you have selected (the example below shows the Preview screen for a Learning Page). If you are satisfied with all the aspects of the element you are viewing, click on the **Accept** button:



The screen will close and its status in the course structure will change to **Complete**.

**Note:** Assessment Pools, Units and Modules cannot be reviewed or accepted, so their status will remain **In Progress** until reviewers have accepted all the elements that form them. At this time, their status will automatically change to **Complete**.