

Saving and Previewing Screens

When you work in the page editor, you have 4 options when it comes to saving your work, located in the **Main** toolbar.:



1) Click on the Save Changes button to save your screen and continue working on it:



2) Click on the Save Changes and Exit button to save your screen and return to your course structure:



This method is generally used when you are happy with the changes you have made and have currently finished work on your screen.

3) Click on the Save Changes, Exit, and Complete button to save your screen, mark it as available for review, and return to your course structure:



This method is used when you are happy with the changes you have made and have completed all required work on your screen.

4) Click on the Exit without Changes button to return to your course structure without saving the changes you have made:



This method is best used when you have made changes to your screen which you do not wish to keep.

From this section of the Main toolbar you can also preview your screen, complete with timeline and mouse events by selecting the flag icon.

