

FAQ's - 10/27/08

How do you create news articles?

- This feature is for faculty to create news articles within their individual classes
 - From the Home page, select the course for the article
 - If Course News is not listed on the Course page
 - Click on Edit Page
 - Click on Add Components
 - Select Course News from the drop down list under Available Components
 - From the Home page, click on settings on the Course News nugget.
 - Click on Add Article
 - Enter information for article
 - Click Save – takes you to Course News page
 - Click exit Course News
- Articles appear under My News on the Angel home page if it is the top story if My News is added as a component on the Angel home page
- All news articles will display on the course home page in the COURSE NEWS nugget. Only the top story will display on the Angel home page in the MY NEWS nugget.

What's the difference between NEWS and MY NEWS on the Angel home page?

- NEWS is system wide information added by the Angel administrator.
- MY NEWS displays information from the classes in which you are enrolled.

How can I configure MY RSS FEED on the Angel home page?

- Click on the pencil icon to edit the RSS feeds.
- Select the news source you want to see.
- Select the number of items you want to appear from each source.
- Save before exiting.
- A paid advertisement will display at the top of each list. You cannot remove it or change its location.

What is a repository?

- The repository is a personal online storage space within Angel.
- You can upload and organize your personal files in folders and sub-folders.
 - For students, best practice would be to create a folder for each class in which you are enrolled.
- Clicking on the REPOSITORIES nugget produces the same result as clicking on the LOR icon on the power strip (list of icons on the left hand side of the screen).

How can I find someone else in Angel?

- Add the SEARCH AND HELP nugget to your Angel Home Page.
- Then click on PEOPLE SEARCH.

Why doesn't everyone show up in the People Search?

- Due to privacy concerns, public listing of personal information is voluntary.

How do I add my information to the People Search?

- To add your information to this page, enter your information in the Personal Information editor of the Profile section
- You must select "Viewable By" "Everyone" for your Name settings.