

How to create an online course?

Code		Author	BrainCert
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In this tutorial, we will show you how to create an online course in the [E-Learning Platform](#).

In **Teach** menu, click on **Create a Course** menu item. You can also see this link as left menu item under [Manage Course](#) page as well.



Step 1

This brings up Add Course wizard as shown below. Choose Public or Private.

Public courses are listed in the [courses marketplace](#) allowing anyone with a BrainCert user account to enroll in your course. This is best for selling both Free and Paid courses.

Private courses are **NOT** listed in the [courses marketplace](#). This is best suitable for sharing only with your private training group or employees. Once you have created a private course, you can see Enrollment options available in [Manage Courses](#) dashboard to enroll selected users and groups privately and securely.



Click on "Next" to navigate to step 2.

Step 2

Start with your Course Title. This should be catchy to attract your students. For example, 'How to be a Mango Seller'.



Now, you are presented with an option to type a course subtitle which further emphasizes the purpose of your course. For example, 'Sell Mangoes in 3 easy steps'.



Upload a relevant image for this course, or you can pick an image from BrainCert Library. See [Courses Marketplace](#) to see how this image is optimized to show in a course box.



Set the instructional level of the material in your course.



Type the relevant text in the **About the course** and **About the instructor** text editor area.

Step 3

You can add link from YouTube or Vimeo as promotional video for your course. You can also pick and choose uploaded videos from your [content library](#).



Add few pointers as course highlights to attract new students.



Select an appropriate category and language for this course.



Type comma separated keywords to further optimize showing it in search results.



Step 4

Choose options **Free** or **Paid** to deliver your courses online. When you select "Paid", you will be presented with the currency options to receive payment.



For more info on multiple currency support, check this [blog post](#).



Finally, click the **Save** option under STEP 4 to save your course.



You can manage all your courses in [Manage Courses](#) page.