Adding, Moving, and Removing Blocks
on your Moodle course page

The Blocks feature on Moodle is an easy way to display the information, activities, and resources on your course page. Blocks make navigating a course page more efficient. They appear on the left-hand side and bottom of the course page and are very simple to add.

For more information regarding the different types of blocks please visit our Moodle Blocks page.

How to Add a Block

Log into Moodle and find the course you would like to edit in the "Navigation Menu". You may need to expand the menu by clicking on the rectangle with three horizontal lines at the top of the browser window.
Turn editing on by clicking on the Gear shaped icon, and then choosing “Turn editing on” from the dropdown menu.

Scroll down to the "Add a Block" area that now appears on the Navigation Menu.
Click "Add a block" and choose your block from the menu.

Your block will either appear on the right-hand side of the screen, or at the very bottom of the course depending on how large your browser window is.
How to Move a Block

To move a block, click on the icon with the four arrows that looks like a "+", and drag the block to where you would like to place it.

You can also click once on the "+" shaped icon, and then pick where you would like to move the block from the list that appears. The block will move below the menu item you select.
How to Delete a Block

To delete a block, click on the gear shaped icon next to the four arrows. Note that some blocks cannot be removed.

Choose the “Delete ...” option from the menu that appears. You will be asked to confirm that you want to delete the block in another window. Click “Yes”.

If you have any questions or problems, please don't hesitate to contact Academic Technology Services.