How to Create Page Dividers

This tutorial shows how to create page dividers for a Sakai site. These dividers help organize the content and tools found on the left side of a site.

1. Login at [http://sakai.unc.edu](http://sakai.unc.edu) and select your course or project site

2. Select the “Resources” tool.

3. Select “Create HTML page” from the dropdown in the folder where you want to store this new page.

4. Type a message instructing users to use the links on the left.

5. Select “Continue”.

6. Give the page a name and then select “Finish“.
7. Select “Edit details” from the “Actions” dropdown.

8. Copy the URL for the page.


10. Type in a series of “---” or “=====” for the page name and paste the copied URL for the source. You can add multiple instances of this page divider by selecting “More Content items”.

11. Confirm that you want to add the page by selecting “Finish”

12. You can change the positioning of the dividers by using the “Page Order” option found under the “Site Info” tool menubar.