Content can be hidden from the Learning Path. You may hide an entire part, chapter, or activity found within the chapter.

1

From the MindTap Dashboard, you can hide an entire part, chapter, or activity.



2

### Click the "Edit" toggle.

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## To Hide a Part/Folder



### Click the edit pencil icon.

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## Select "Hide Folder."

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The folder is now hidden from the Learning Path. To view hidden content, click the "Show Hidden" toggle.

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4

Click "Show Hidden" toggle. Hidden folders will be indicated with the hide eye icon. Click the "Edit" toggle to show the folder in the Learning Path, click the edit pencil icon.

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Select "Show Folder" to have folder reappear in the Learning Path.

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Part 6: Business Skills	85 activities	

### To Hide a Chapter

1

From the main dashboard click the "Edit" toggle on. Click  $\checkmark$  to expand the folder and locate desired chapter that you wish to hide and click "Hide."

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2

To un-hide the chapter in the Learning Path, click the "Edit" toggle on and click "Show."

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## To Hide an Activity

1

From the main dashboard click the "Edit" toggle on. Click to expand the chapter, locate the desired activity you wish to hide. Click "Hide."

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**Please Note:** There is a batch select feature which allows you to select multiple folders, chapters, or activities. Click "Batch Actions" to hide or show content. Select the check boxes for multiple folders, then click "Batch Actions" for the desired editing option.

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Select the check boxes for multiple chapters, then click "Batch Actions" for the desired editing option.

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Ch. 16: Watch: Principles of Haircutting in Action				
Watch this video & reinforce what you have just read.				
Ch. 16: Watch: Reference Points & Areas of the Head				

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