



HOW TO CREATE A LESSON IN SUNLEARN

- Download and install the software: [cmaptools](#)
- Open the program from your computer.
- Click on **File** and **New Cmap** to create a blank canvass
- Double click anywhere in the blank canvass to create your first concept.
- To create another concept, double click in an empty space again.
- To connect two concepts, click on the arrows above the concept bubble and drag it to the linking concept.
- Next, click on the question marks in the middle of the connecting line to type in the proposition, or connecting phrase.
- To add resources to specific concepts, right click on the concept bubble and click on **Add & Edit Links to Resources**.
- Then click on the **Desktop** icon and search for the resource on your computer that you want to link.
- Next click on **Add to List** and **Update** to create the link.
- To add external resources, right click on the concept bubble and click on **Add Web Address**.
- Then enter a **Name** for the resource, identify the **Type** of resource and enter the **Web Address**.
- To add additional information to a concept, right click on the concept bubble and click on **Add Info**. Choose, and enter the information you want to add and click on **OK**.
- Click on **Window** and **Show Style Palette**, to open an additional window for easy access to formatting tools.
- To save the concept map, click on **File** and **Save Cmap**.
- **Name** your concept map and click on **Save**. It will be saved to the default My Cmaps folder that is automatically created in your documents library on your computer.
- To export your cmap for use in another program, click on **File/Export Cmap As**, and choose the appropriate file format.