

Sitewide course configurations

Settings

As a Site Administrator you can configure the [default settings](#) for new courses on your site. Of course, you can also change these settings on a course-by-course basis.

For example, you can change the default visibility, format, duration, layout, completion settings, and more.

You can also adjust the [site-wide settings](#) for how courses are displayed on your Totara site.

You can find out more about course default settings in this video taken from the Totara Academy.

Custom fields

Site Administrators can also add [custom fields](#) to the **Course settings** page.

This allows you to capture additional useful information which can be used for reporting and to filter your [course catalogue](#).