# Desire To Learn (D2L) Walkthrough

Desire to Learn, also known as D2L is the primary learning platform used for your classes at the Community College of Denver. This document will offer a brief walkthrough for D2L.

Accessing your D2L account through the CCD website

1. Type ccd.edu into your browser, the CCD homepage will appear. In the upper right corner of the home page click on "CCDConnect".

COMMUNITY COLLEGE OF DENVER   APPLY   ABOUT   ACADEMICS   STUDENT RESOURCES   CCDCONNECT   CCD FOUNDATION
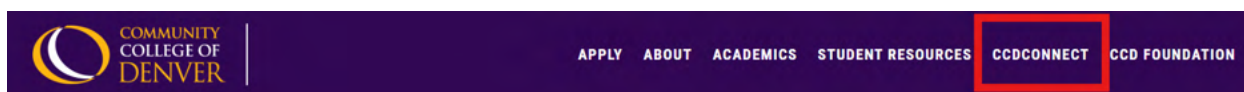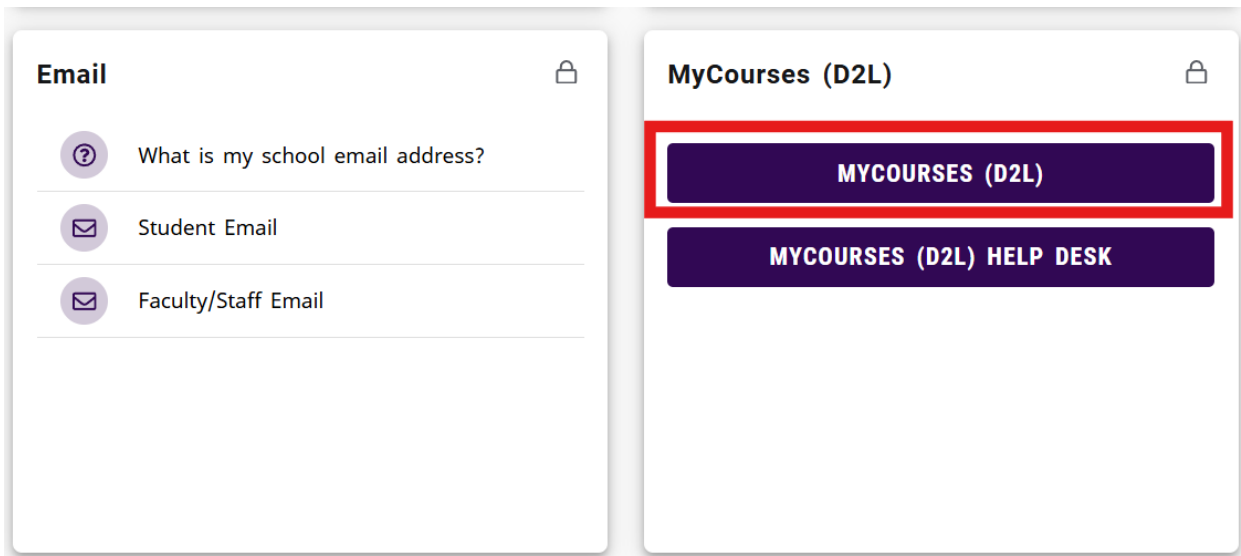
2. The login screen will appear. Enter your student number and password.
   - If you need help to reset your password, click on 'Need help with your login?'.

Sign in to your account

S Number

👤 ex: S#########

Password

🔒 Password

SIGN IN

Need help with your login?

3. After you have successfully signed in, your dashboard will appear. To access D2L click on "MyCourses (D2L)".

Revised: 09/23/2025
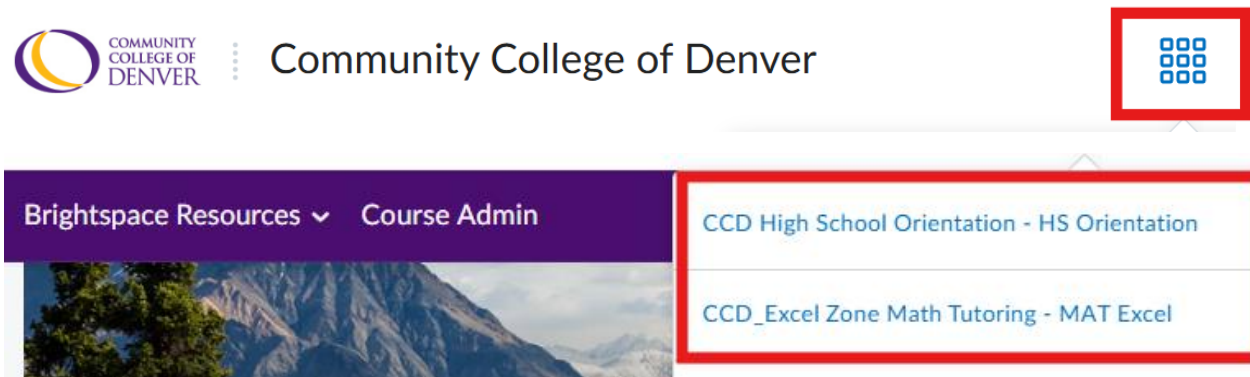
Selecting your class and Content

After you have accessed D2L, select your class.

1. At the top of the page there are nine squares, click on it to see a drop down of all your active classes to choose from.
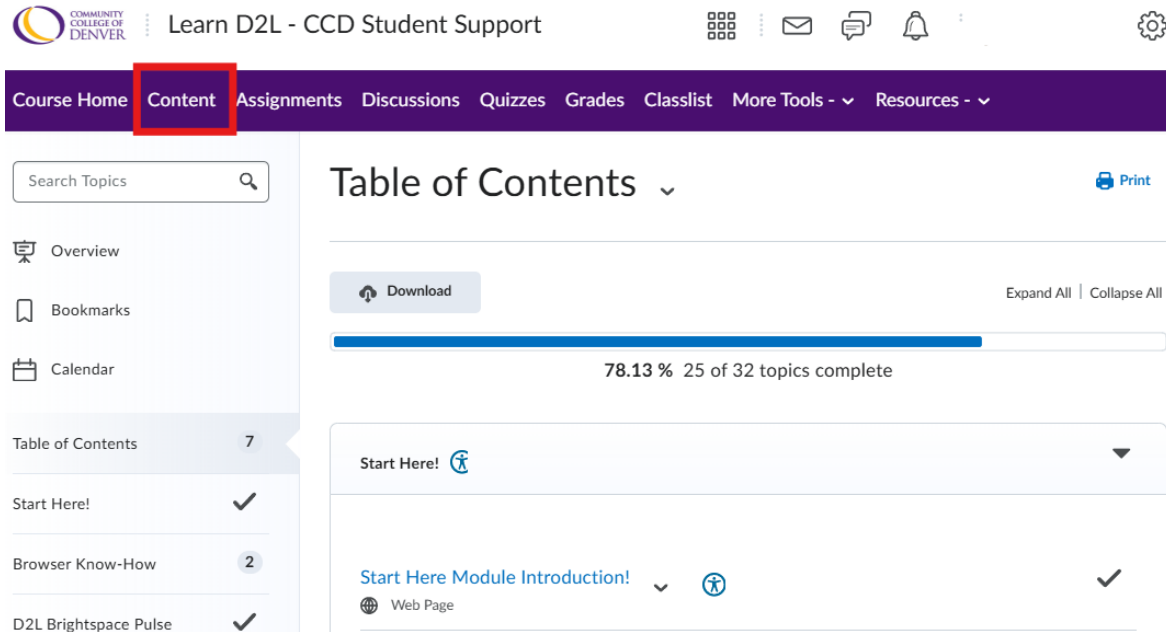

2. The course home page of your D2L class will show weekly announcements below the course title as well as multiple navigation tabs to explore.

3. If you are looking for your class materials, click on "Content".
   - As a student it is your responsibility to navigate through all the links provided related to your class including assignments, syllabi or other important rubrics.

4. Access Modules from the left-hand side of your course.

5. Open topics within modules by clicking on their names.
   - The file type is described under their names. In this example "Why Clear Browser Cache?" Is a Web Page and "Instructions on Clearing Browser Cache" is a PDF document.

6. Clicking on the drop-down arrow next to topic names provides a menu where you can "View Topic", "Download" or "View Metadata".
   - "Download" is helpful when printing or viewing documents or PDF's.

How to Submit an Assignment in D2L

1. Select the "Assignments" tab to view assignments that are due for the class.

2. Click on the Assignments name. In this example it is titled "Practice Assignment Folder".

3. To upload your assignment, you must first click on "Add a File".

4. In the dialog box, "Add a File-…" Click on the desired storage location. For example, "My Computer".

Add a File - Learn D2L - CCD Student Support - Colorado Community ✕
College System

▣ My Computer   ❯

◁ Public Files   ❯

🔒 My Locker   ❯

▦ Group Locker   ❯

☁ OneDrive Files   ❯

Cancel

5. Click "Upload".

Drop files here, or click below!

    ⊕ Upload

You can upload files up to a maximum of 2 GB.

6. Select the file from the personal device's File Explorer and click "Open".

🦊 File Upload

← → ✕ ↑ 🗎 › This PC › Documents

Organize ▾   New folder   All Files (*.*) ⌄

☁ OneDrive   Name   Open   Cancel

🖥 This PC   📁 Custom Office Templates

3D Objects   📄 Digital Profile Rubric.docx
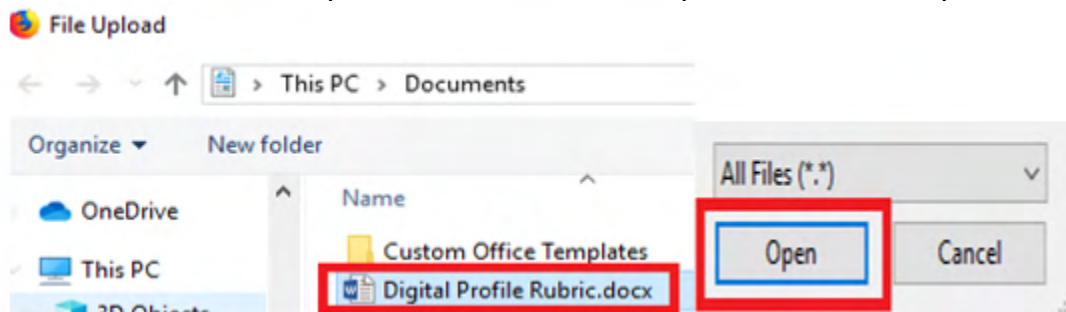
7. Click "Add" in the bottom left corner of the dialog box.

Drop files here, or click below!

⌃ Upload

You can upload files up to a maximum

📄 Digital Profile Rubric.docx (19.04 KB) ✕

Add   Back   Cancel
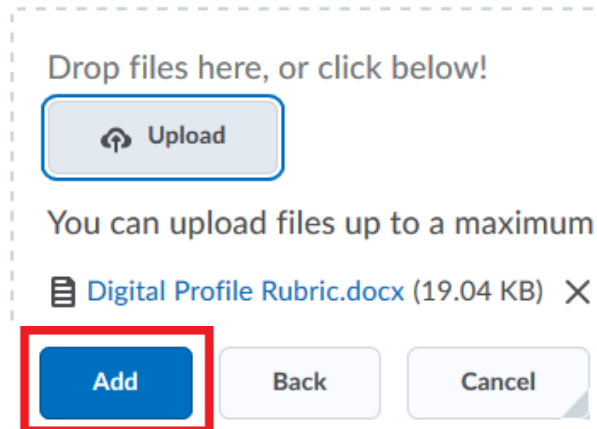
8. The uploaded file will appear under "After uploading, you must click Submit to complete the submission."

Submit Assignment

Files to submit *

(1) file(s) to submit

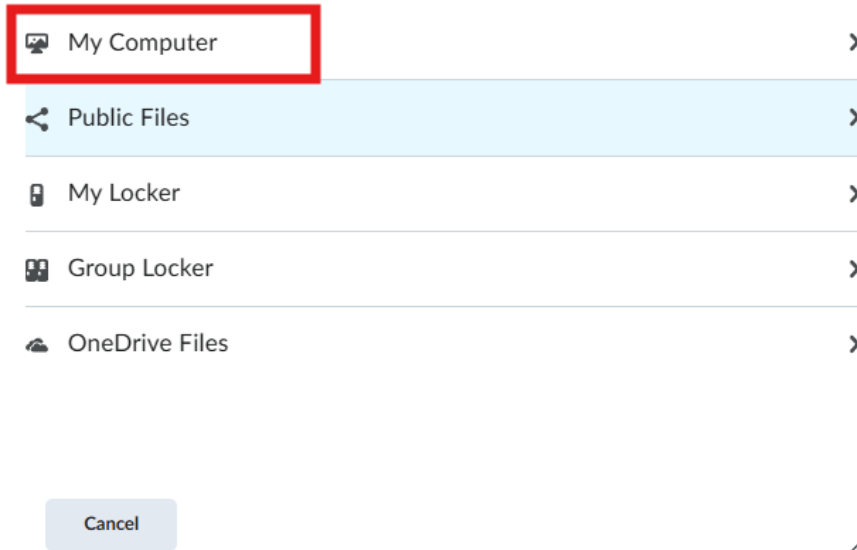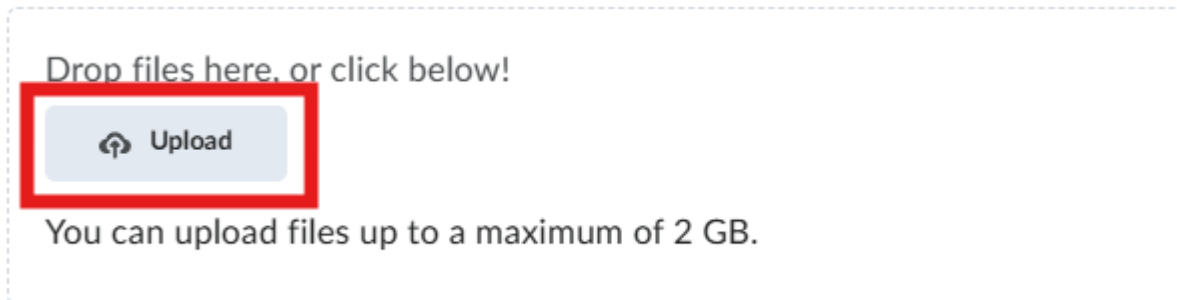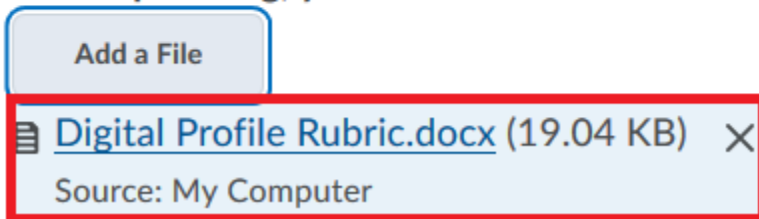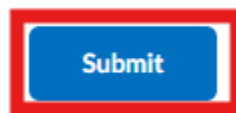After uploading, you must click Submit to complete the submission.
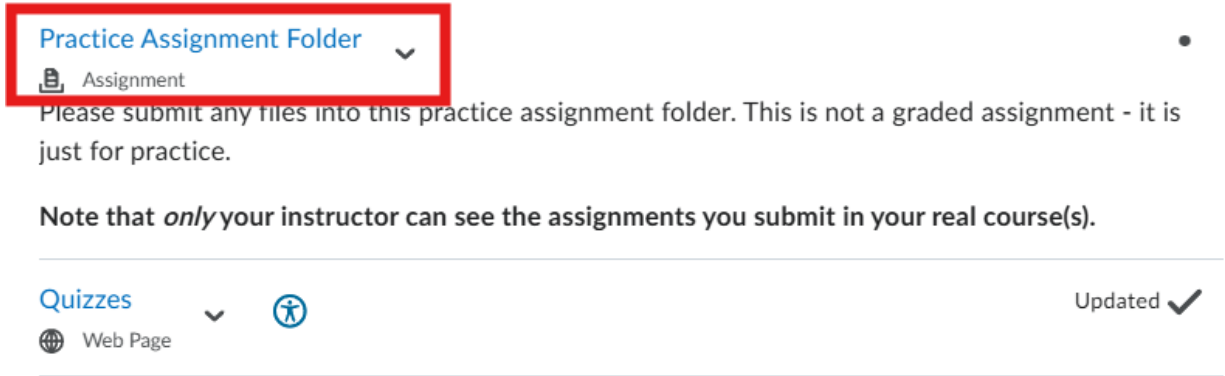
Add a File

📄 Digital Profile Rubric.docx (19.04 KB) ✕
Source: My Computer

9. Click "Submit".

Submit

Upload to D2L through an Assignment located in Content

1. Click on an assignment located within Content.

Practice Assignment Folder

Assignment

Please submit any files into this practice assignment folder. This is not a graded assignment - it is just for practice.

Note that *only* your instructor can see the assignments you submit in your real course(s).

Quizzes

Web Page

Updated ✓

2. Click on "Upload".

Practice Assignment Folder ∨

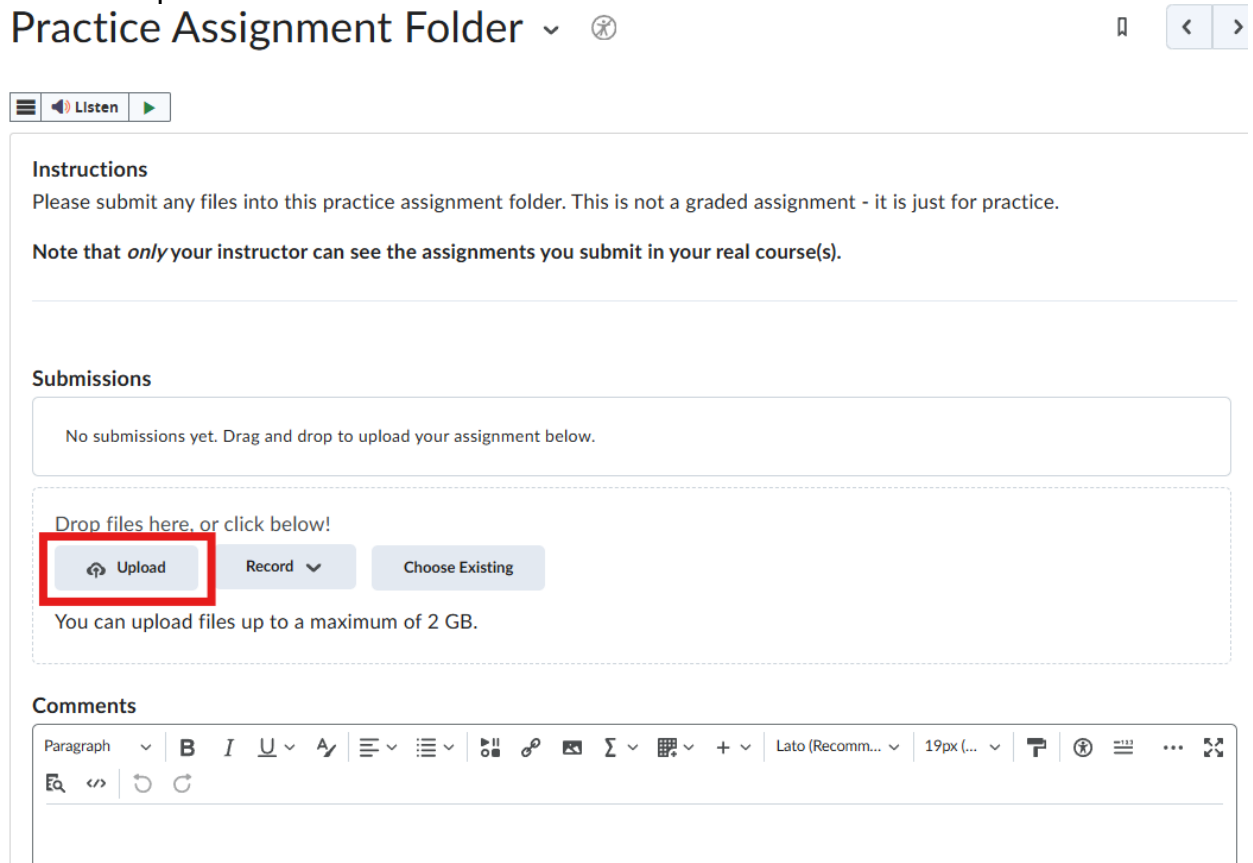◀) Listen ▶

Instructions

Please submit any files into this practice assignment folder. This is not a graded assignment - it is just for practice.

Note that *only* your instructor can see the assignments you submit in your real course(s).

Submissions

No submissions yet. Drag and drop to upload your assignment below.

Drop files here, or click below!
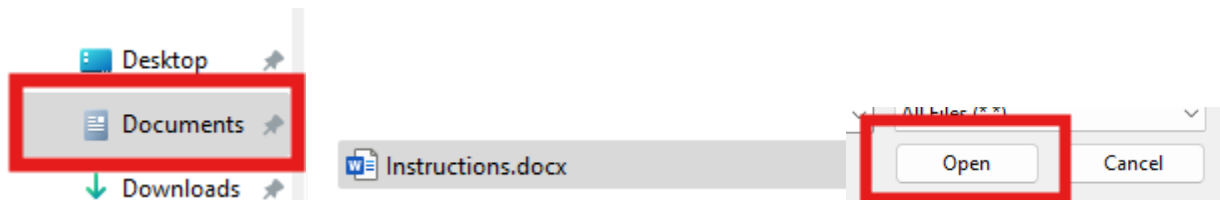
⌂ Upload   Record ∨   Choose Existing

You can upload files up to a maximum of 2 GB.

Comments

Paragraph ∨ | **B** *I* U ∨ A∕ | ≡ ∨ ≡ ∨ | ... | Lato (Recomm... ∨ | 19px (... ∨ | ...

3. Your File Explorer will open, navigate to where your assignment is located. Click on the location and file then click "Open". In this example the assignment is in "Documents" and is titled "Instructions".
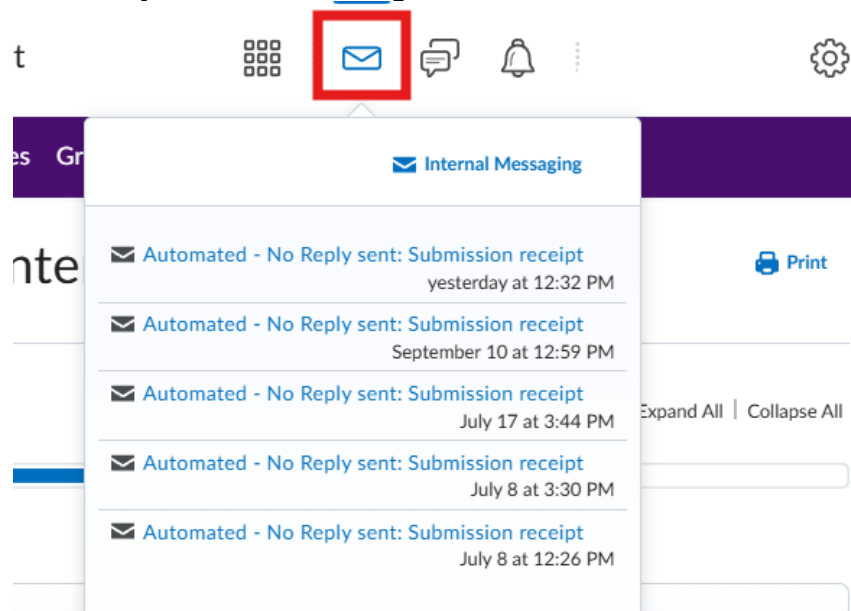
Desktop

Documents

Downloads

Instructions.docx   Open   Cancel

4. The uploaded file will appear under "You can upload files up to a maximum of 2 GB.".
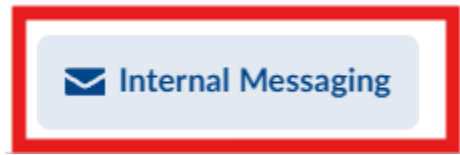

5. Click "Submit".

Messaging through D2L

1. At the top right hand of the screen, you will see a mail icon next to the nine squares, this is your D2L messenger.

2. Click on "Internal Messaging" to send a message.
   - You can send direct messages to your classmates from the class list or contact your professor with questions related to your course.

3. Click "Compose".

1. Add the recipients name in "To" and type your message in "Body".
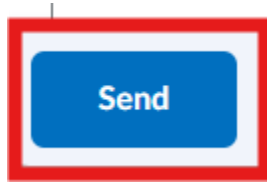
2. Click "Send".

3. The icon that looks like a text box shows message notifications.

4. Check all notifications by clicking on the bell icon.