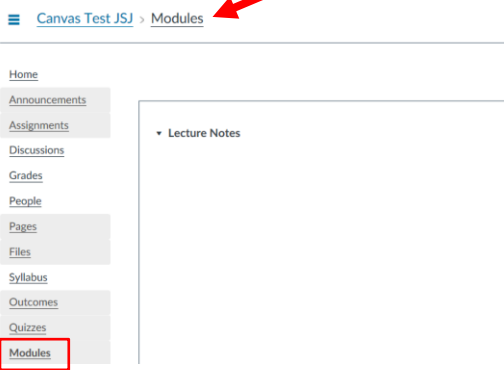

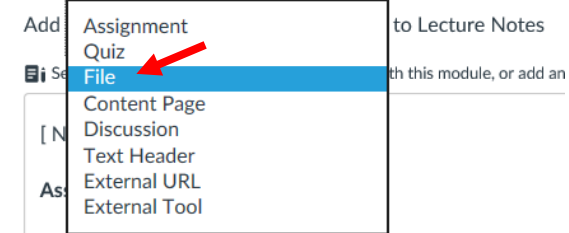
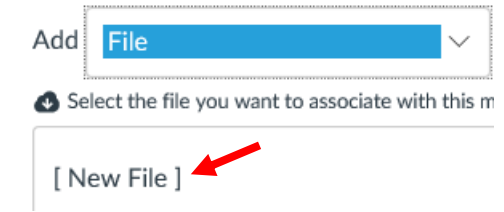
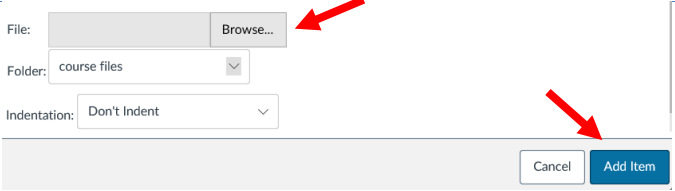
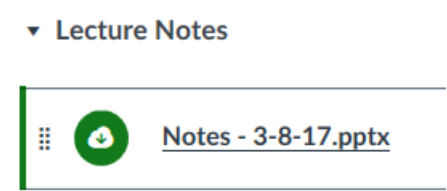
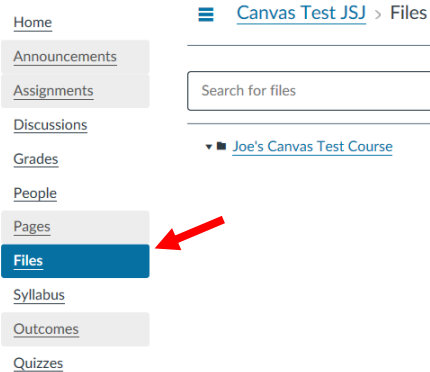


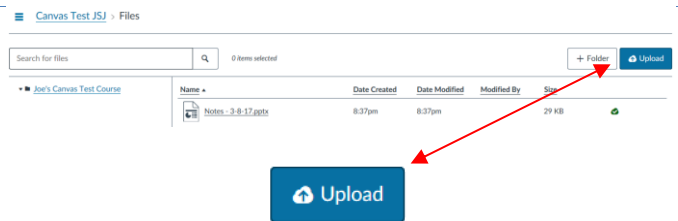
Upload A File In A Module	
<p>1. Go to (or create first) the module where you want to upload your file.</p>	
<p>2. On the right, click on the add item button (square with "+" symbol):</p>	
<p>3. In the <i>Add</i> drop-down box, choose <b>File</b>:</p>	
<p>4. Then just beneath the box, choose <b>New File</b>:</p>	
<p>5. The lower portion of the window will then allow you to browse your computer to locate your file to upload:</p>	
<p>6. Finally, click on the <b>Add Item</b> button to upload your file. The link to the file will then appear in your module:</p>	

## Upload Multiple Files Into Your Course

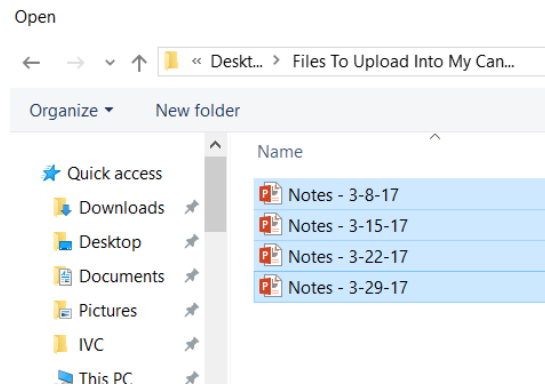
1. On the course navigation menu, choose **Files**:



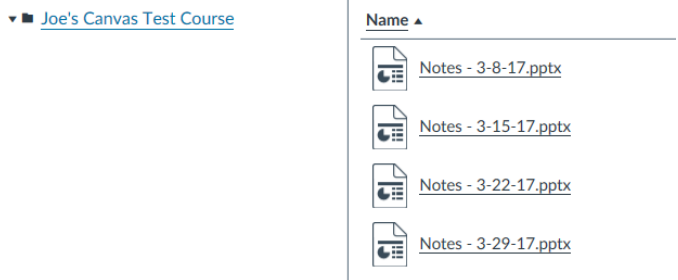
2. On the right, click on the **Upload** button:



3. Navigate your computer to locate and select your files. Herein, you may select multiple files at once:



4. Then click on the **Open** button; your files will then be uploaded all at once into your course files repository in *Canvas*:



5. You may now post a file in a module by following the steps on the previous page.

