

CONTENT EDITOR – ADD CONTENT

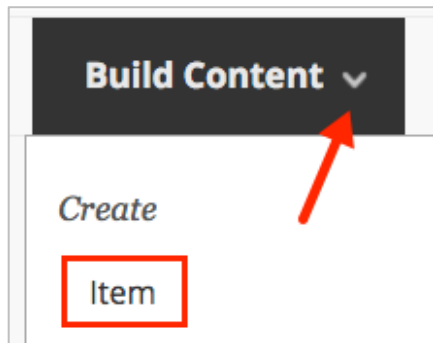
In the content editor, you can add various content such as a file from your computer, a file from another ulearn course, a file from a cloud service (such as Google), as well as add content from services such as Flickr, Kaltura Media, SlideShare and YouTube.

Instructions

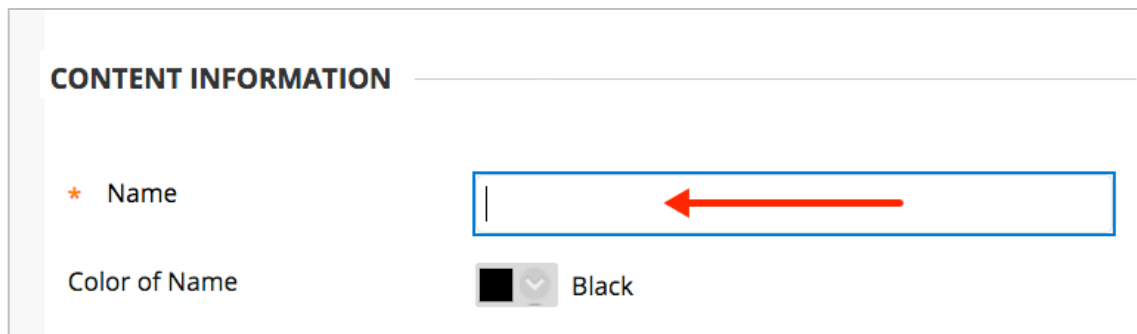
1. In ulearn, go to a content area or weekly folder on the left menu.



2. From the **Build Content** menu, select **Item**.

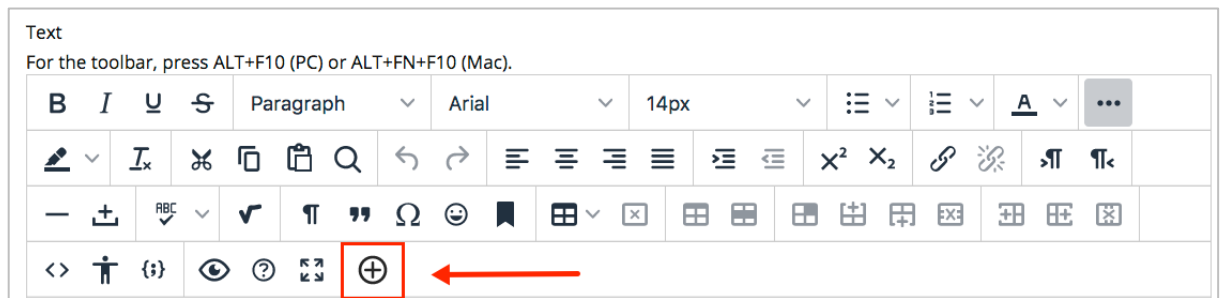


3. Provide a name for the item in the **name box**.

A form titled "CONTENT INFORMATION". It has a field for "Name" with a red asterisk and a red box around the text input area. Below it is a "Color of Name" section with a black color swatch and a dropdown menu set to "Black". A red arrow points from the right side of the "Name" input box towards the left.

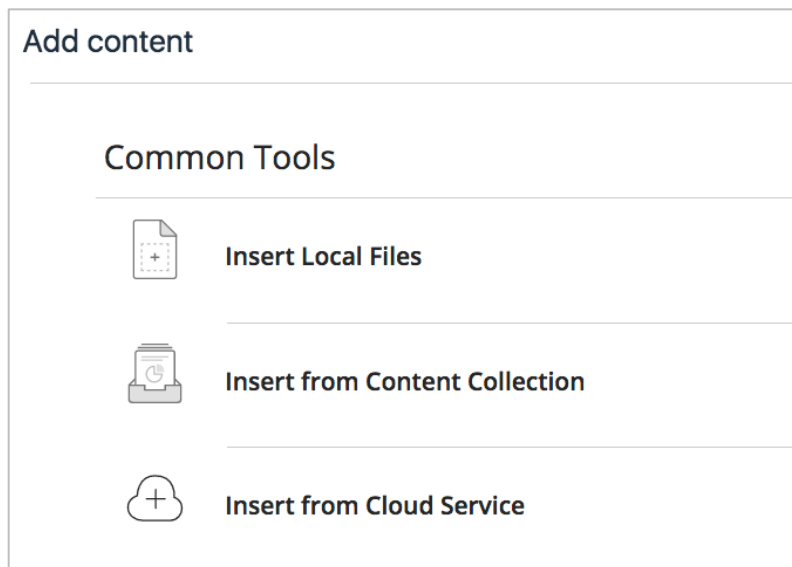
4. Click on the + icon (plus in a circle) in the last row of icons of the text editor. This is the Add Content function.

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5. Common tools include:





- Insert Local Files – insert a file from your computer
- Insert from Content Collection – insert a file from another ulearn course
- Insert from Cloud Service – insert a file from a cloud service such as Google, OneDrive, Box, Dropbox (you have to log into these services)



6. Additional tools include:

- Flickr Photo – search Flickr for a photo
- Kaltura Media – add a new file to Kaltura or embed a previously uploaded file from Kaltura Media
- SlideShare Presentation – search for a SlideShare presentation
- YouTube Video – search for a YouTube without leaving ulearn

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Additional Tools	
	Flickr Photo
	Kaltura Media
	SlideShare Presentation
	YouTube Video