

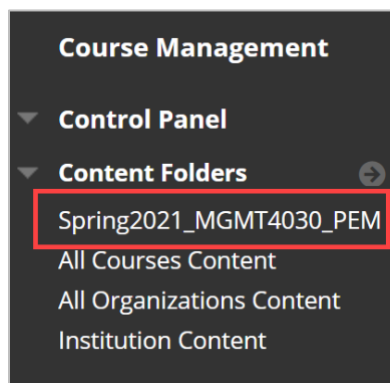
COURSE CONTENT COLLECTION

ACCESS COURSE FILES

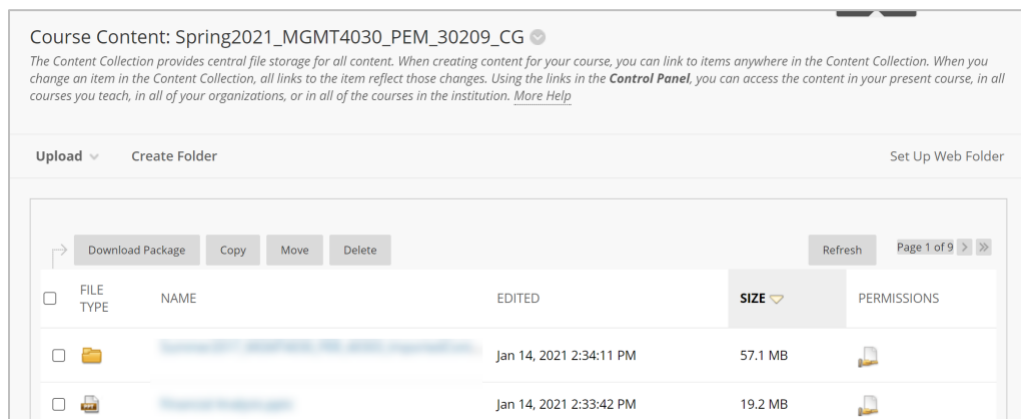
The Course Content Collection serves as a digital storage for all the files the instructor has uploaded to the course. Faculty can use the Content Collection to store, share, and publish content to/from different areas in a course.

Instructions

1. In the Course Management menu of your ulearn course, click **Content Folders** to open the menu.
2. Click on the **course ID** to access the section specific course files.



3. Your course files will appear in the middle of the screen.



Note: The course content area includes any file ever uploaded into the course (e.g. a syllabus, PowerPoint file, etc.) - even files that are no longer in use, imported from another course, or duplicated. The date and time the file was uploaded and the size will appear to the right of the file name, providing information about which is the most current.