

Uploading Files and URLs to SLL

Click the **SLL icon** on the MyCampus Launchpad. The **Progress** tab shows your courses.

The image shows two side-by-side screenshots. The left screenshot is the MyCampus Launchpad, displaying a grid of application icons. The 'SLL' icon, which features a purple and blue geometric design, is highlighted with a red box and an arrow pointing to a larger, detailed view of the icon below the grid. The right screenshot is the 'watermark Student Learning & Licensure' interface for the University of Maine at Farmington. It has a sidebar with navigation options: Progress (highlighted with a red box), Timeline, ePortfolios, Program Applications, and Profile. The main content area is titled 'COURSES' and shows a list of courses. The first course, '70014 - EDU412 English Methods Middle Sec Ed', is highlighted with a red box. Below the course name, it shows '2024 Fall' dates (09/03/2024 — 12/13/2024) and 'Instructors (1)' (Deborah Overstreet). A 'Show Activities (3)' link is visible. The second course listed is '12345 - SLL Test Course'.

Click the course link to see any assigned activities you may have.

This screenshot shows the 'My Activities' page for the course '70014 - EDU412 English Methods Middle Sec Ed'. The page has tabs for 'ACTIVITIES' and 'HOMEPAGE'. Under 'My Activities', there is a dropdown menu set to 'All Except Closed'. Below this is a table of activities:

TITLE	Required	OPEN FOR SUBMISSION	DUE	STATUS
EDU412 Fall2024 TEU Lesson Plan	Required	09:32 AM 9/04/2024	09:00 AM 12/16/2024	Not Started
EDU412 Fall2024 CCTS Rationales Standard 08	Required	03:27 PM 9/03/2024	09:00 AM 12/16/2024	Not Started
EDU412 Fall2024 CCTS Rationales Standard 05	Required	03:26 PM 9/03/2024	09:00 AM 12/16/2024	Not Started

A red arrow points to the 'EDU412 Fall2024 TEU Lesson Plan' activity link.

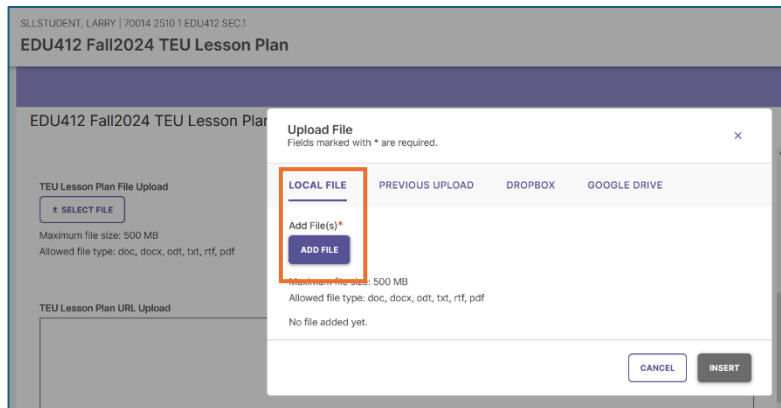
Click on an activity link. Read through any instructions provided. Scroll down to see where you can upload a File and/or URL.

This screenshot shows the details of the 'EDU412 Fall2024 TEU Lesson Plan' activity. The page has a header with 'SLLSTUDENT, LARRY | 70014 2510 1 EDU412 SEC:1' and buttons for 'SUBMIT', 'SAVE', and 'CANCEL'. The main content area is titled 'EDU412 Fall2024 TEU Lesson Plan' and includes a description of the TEU Lesson Plan and its categories. On the right side, there is an 'Assessment Panel' with 'Assessment & scoring' information. Below the description, there are two upload sections: 'TEU Lesson Plan File Upload' and 'TEU Lesson Plan URL Upload'. The 'File Upload' section has a 'SELECT FILE' button and specifies a maximum file size of 500 MB and allowed file types: doc, docx, odt, txt, rtf, pdf. The 'URL Upload' section is a large text area for pasting a URL. Red arrows point to both the 'SELECT FILE' button and the 'TEU Lesson Plan URL Upload' section.

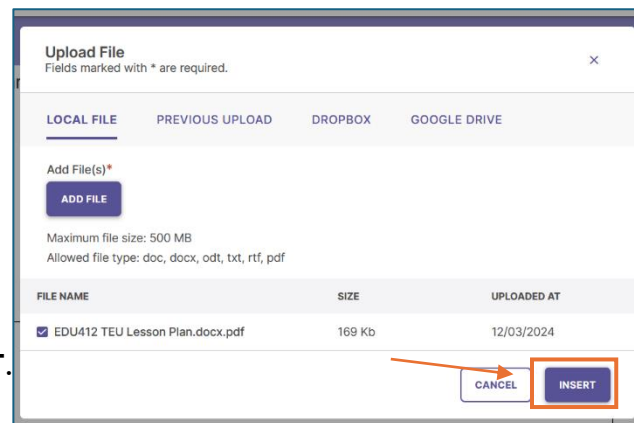
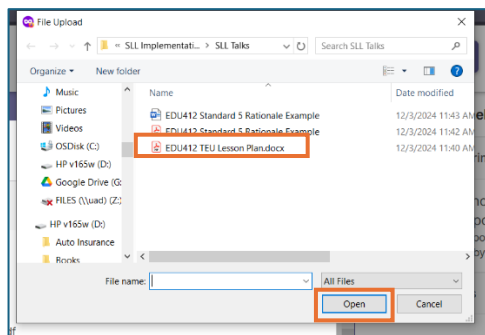
Uploading a File (Word or PDF)

Click on SELECT FILE. Choose from a LOCAL FILE (your computer's hard drive/flash drive), PREVIOUS UPLOAD (documents you've previously uploaded to SLL), or GOOGLE DRIVE.

For the example below, I clicked on ADD FILE to upload a PDF from a flash drive.



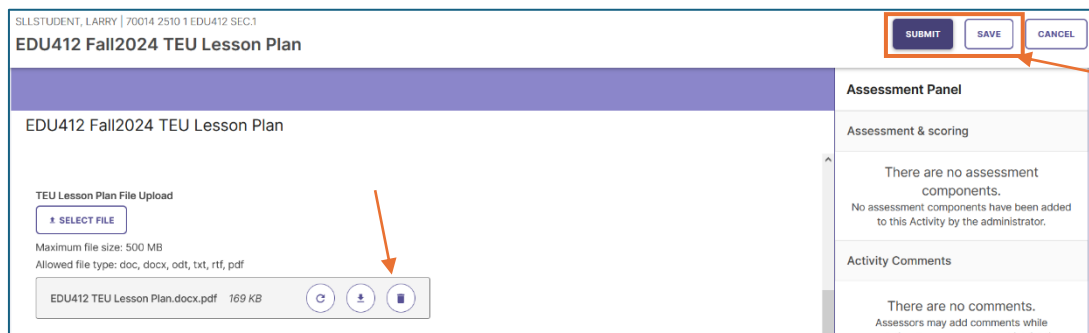
Find and upload your file by either **double clicking** on the file or clicking **Open**.



Now click **INSERT**.

At this point, you can delete the file by clicking on the trashcan icon and start over, **SAVE** the file, or **SUBMIT** the file if you have uploaded everything you need.

The activity is not completed until you have clicked on SUBMIT.



Once you've submitted the file, the **STATUS** of the activity will change to "Awaiting Assessment."

TITLE		OPEN FOR SUBMISSION	DUE	STATUS ↓
EDU412 Fall2024 TEU Lesson Plan	Required	09:32 AM 9/04/2024	09:00 AM 12/16/2024	Awaiting Assessment
EDU412 Fall2024 CCTS Rationales Standard 08	Required	03:27 PM 9/03/2024	09:00 AM 12/16/2024	Not Started
EDU412 Fall2024 CCTS Rationales Standard 05	Required	03:26 PM 9/03/2024	09:00 AM 12/16/2024	Not Started

Withdrawing an Upload

If you realize you've uploaded the wrong file or need to add additional files, click on the activity link and re-open the activity. You will see at the top right of the screen the option to WITHDRAW the files you've previously uploaded.

SLLSTUDENT, LARRY | 70014 2510 1 EDU412 SEC.1

EDU412 Fall2024 TEU Lesson Plan

ASSESSMENTS HISTORY

WITHDRAW

CANCEL

EDU412 Fall2024 TEU Lesson Plan

TEU Lesson Plan File Upload

EDU412 TEU Lesson Plan.docx.pdf 169 KB

Assessment Panel

Assessment & scoring

There are no assessment components.
No assessment components have been added to this Activity by the administrator.

To add additional files, click on SELECT FILE and follow the previous steps.

To remove a file, click on the trashcan icon. It will delete the file. From there you can follow the previous steps and upload the correct file(s). Remember to click on SUBMIT once you've uploaded everything for the activity.

TEU Lesson Plan File Upload

SELECT FILE

Maximum file size: 500 MB
Allowed file type: doc, docx, odt, txt, rtf, pdf

EDU412 TEU Lesson Plan.docx.pdf 169 KB

Uploading a URL

If you want to upload a Google Doc or a website, **click in the textbox** marked URL Upload.

EDU412 Fall2024 TEU Lesson Plan

TEU Lesson Plan URL Upload

Click in here.

A toolbar will appear. Click on the **Insert Link** icon.



TEU Lesson Plan URL Upload

Inter smaller A B I U [Insert Link icon] [Insert Link]

Paste the URL address in the Link URL box and give your artifact a title. Then click INSERT.

Insert Link

Link URL

Test This Link

Descriptive Title

CANCEL INSERT

Insert Link

Link URL

Test This Link

Descriptive Title

EDU412 Lesson Plan

CANCEL INSERT

You'll see the descriptive title as a purple link. If you are done, click on **SUBMIT**.

EDU412 Fall2024 TEU Lesson Plan

TEU Lesson Plan URL Upload

Inter smaller A [pencil icon]

[EDU412 Lesson Plan](#)

SUBMIT SAVE CANCEL

As with files, you can **WITHDRAW** a URL submission. Re-open the activity, click on WITHDRAW, delete the web link and follow the previous steps. **SUBMIT** once you're done.

ASSESSMENTS HISTORY WITHDRAW CANCEL