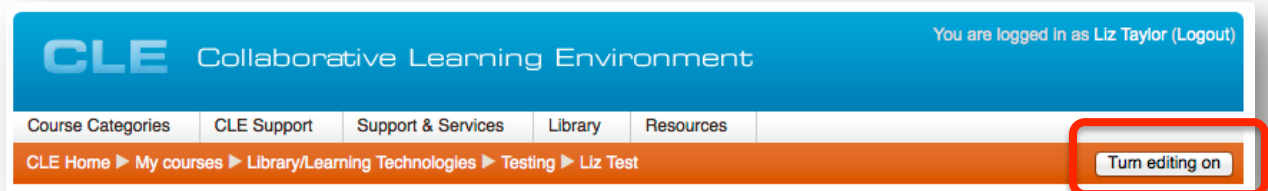


UPLOADING AN ARTICULATE FILE TO THE CLE

Once you have a finalized ZIP archive of your Articulate presentation, use these steps to upload the presentation to the CLE.

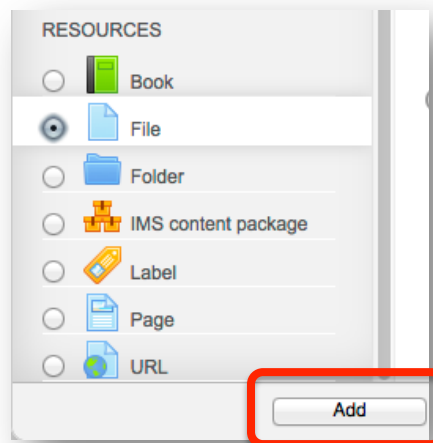
1. To begin, navigate to the CLE course to which you would like to upload the presentation. Turn editing on in your course by clicking the “Turn editing on” button at the top of the page.



2. Find the location that you would like to place your Articulate presentation on your course. Then, click the “Add an activity or resource” link.

[+ Add an activity or resource](#)

3. Select the “File” type located under the “Resources” section and click “Add”.



4. When the “Adding a new File” page opens, enter a Name for your presentation. This is the text link that learners will click to view your Articulate presentation.
5. Here you also have the option of providing a Description for your presentation. Learners will see this Description on the page before they view the presentation or you can select the option to have the Description appear on the main course page.
6. In the Content section, click the "Add" hyperlink. This will open the File Picker window. Alternatively, you may drag your Zip file into the dashed File Picker box.

Adding a new File to Topic 1 ?

General

Name*

Description

Font family Font size Paragraph

Path: p

Display description on course page ? ☐

Content

Select files Maximum size for new files: Unlimited

Add... Create folder

Files

You can drag and drop files here to add them.

Options [* Show advanced](#)

Display ? Automatic

Show size ? ☐

Show type ? ☐

Display resource name ☐

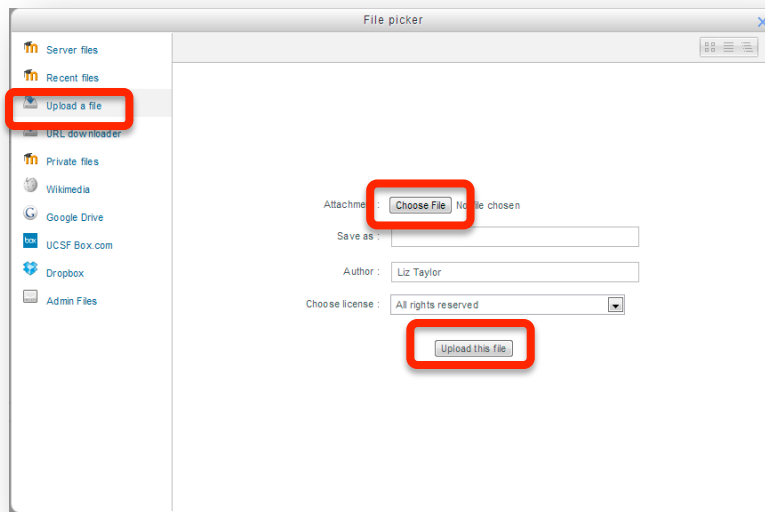
Display resource description ☒

Common module settings [* Show advanced](#)

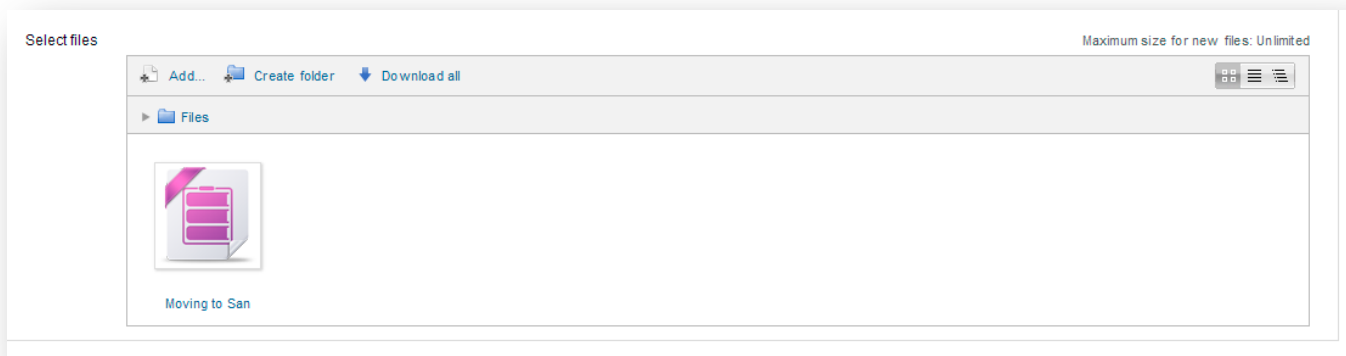
Visible Show

ID number ?

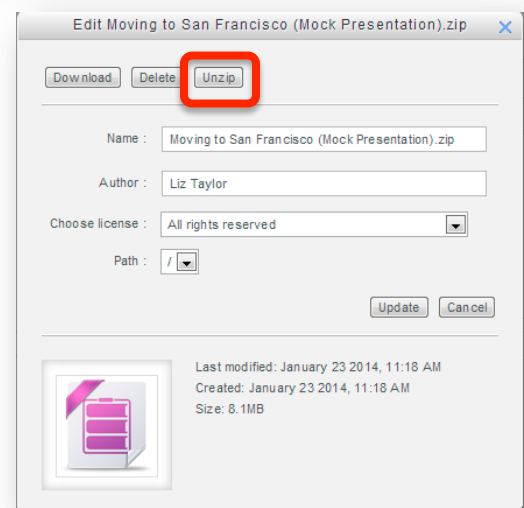
7. When the File Picker window opens, click the “Upload a File” link. Then, click the button to “Choose File” and navigate to the ZIP file you created and saved. Click Upload this file.



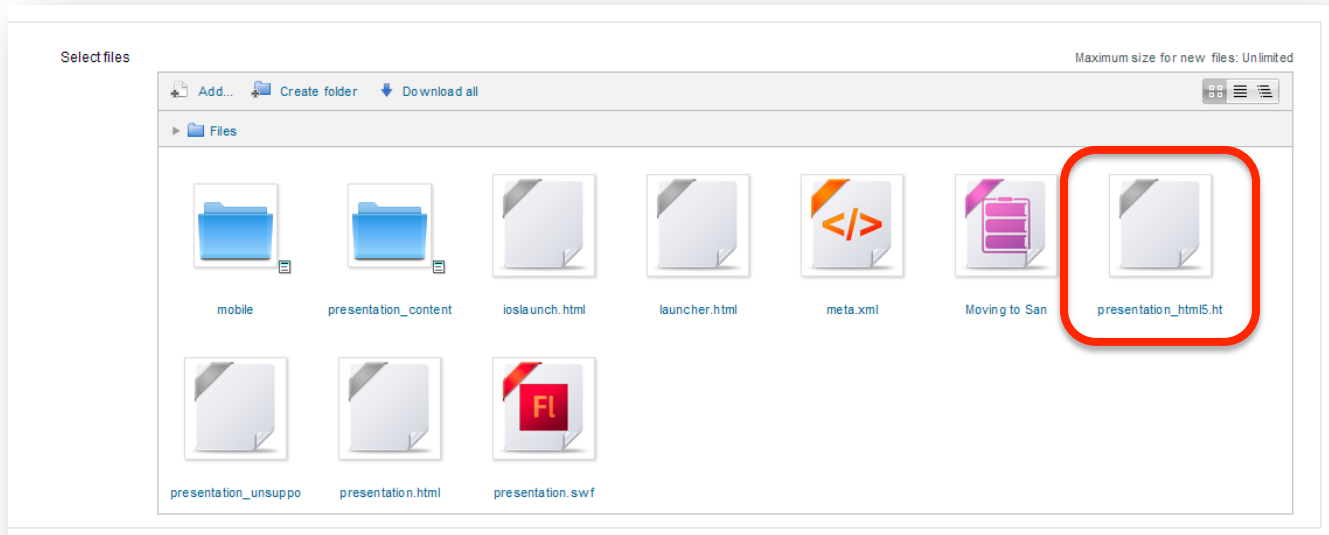
8. After a moment, the screen will refresh and your ZIP archive will appear within the File Picker box.



9. You need to unpack the contents, so click the icon and a new window will open. Click the Unzip button.



10. Once again the page will refresh and the contents of the zip archive will appear. Find the file type that ends with the “.html5” extension and click on this file.



11. In the window that appears, click the “Set main file” button. This will set that player file as the main file and allow learners to launch the presentation.
12. Scroll down to the Options section of the Adding a file page and select "New Window" from the options section. This will allow your learners to keep your CLE course open in the background while they view the Articulate presentation.
13. When you are finished, click the “Save and return to course” button at the bottom of the page. Your Articulate presentation will now be displayed on the front page of your CLE course.

