What is the Resources tool?

The Resources tool allows instructors to share a wide variety of files with their students within a site. Individual users may also have Resources within their personal My Workspace area.

Instructors or site owners can upload files (for instance, word processing documents, spreadsheets, slide presentations, audio and videos), as well as create and post HTML (web) pages, simple text documents, library citations, and share links to useful web sites.

Instructors or site owners can organize these files and links into folders and subfolders making it easier for students to locate and access items. Folders and files in Resources can be moved or reordered within a site or copied from one site to another.

Files and folders can display contextual remarks, can be shown, hidden or viewable only during specific dates and times. Instructors can automatically notify site members by email that an item has been added to Resources.

Resources also allows users to upload multiple files using the <u>Drag and Drop</u> interface, or using the <u>WebDAV</u> protocol.

To access this tool, select Resources from the Tool Menu in your site.



Example of a Resources Page

ve	Copy Move to Trash Show H	lide			Displa	y Column
	Title A	e Root Folder	Access	<u>Created By</u>	Modified	<u>Size</u>
	TEST 002 025 Spring 2020 Resources	Actions -				
	Elessons	Actions -	Entire site	Demo Instructor	Mar 7, 2020 4:43 pm	2 items
	Lessons	Actions -	Entire site	Demo Instructor	Mar 4, 2020 11:27 am	5 items
	Class Notes-1.pdf	Actions -	Entire site	Demo Instructor	Mar 6, 2020 9:55 am	30.7 KB
	Class Notes.pdf	Content files	Entire site	Demo Instructor	Mar 5, 2020 10:31 am	30.7 KB
	▲ dove-2516641_640.jpg	Actions -	Entire site	Demo Instructor	Mar 4, 2020 12:44 pm	31.3 KB
	🖻 <u>Owl - 18244-1.mp4</u>	Actions -	Entire site	Demo Instructor	Mar 6, 2020 9:54 am	1.5 MB
	Mowl - 18244.mp4	cription 15 -	Entire site	Demo Instructor	Mar 4, 2020 4:24 pm	1.5 MB
	Podcasts 0	Actions -	Public	Demo Instructor	Mar 10, 2020 9:15 pm	3 items
	Episode 1: Welcome	Actions -	Public	Demo Instructor	Mar 12, 2020 11:07 am	440.8 K
	Episode 2	Actions -	Public	Demo Instructor	Mar 11, 2020 10:57 pm	422.9 K
		Actions -	Public (Hidden)	Demo Instructor	Mar 11, 2020 10:59 pm	452.2 K
	TEST 002 025 Spring 2020	Actions -	Entire site	Demo Student 1	Mar 6, 2020 9:30 am	2 items
	download.gif	Actions -	Entire site	Demo Instructor	Feb 18, 2020 10:26 am	2 MB
	rating-postem-test002025.csv	Actions 🗸	Entire site	Demo Instructor	Feb 7, 2020 1:59 pm	222 byt