File resource
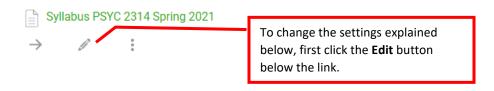
The file resource is the best way to provide a link to a single saved file. It can be any type of file. To insert a file resource on a course page:
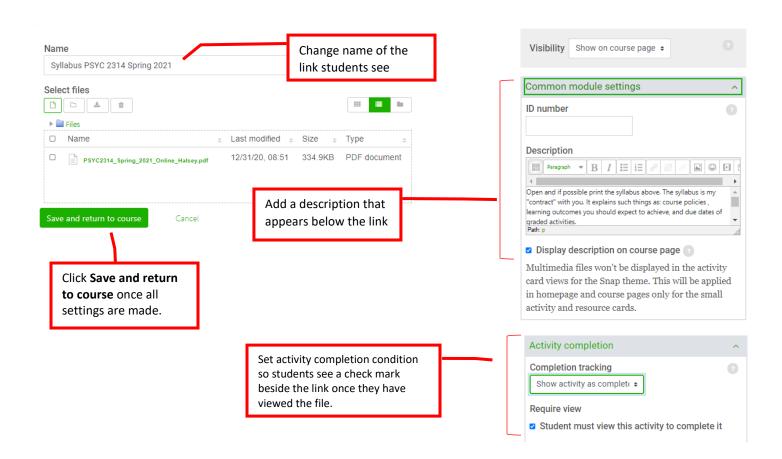
1. It is best to first be in the section of the course where you want the link to appear.
2. Then choose one of the methods shown below to add the file resource.
   (These choices are located at the bottom of each section in your course.)

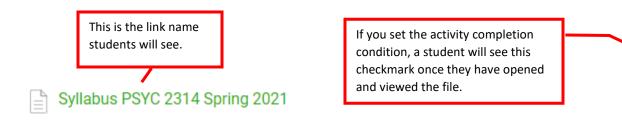|	
⊕ **Create learning activity**	📄⊕ Drop files to attach, or **browse**

Once the file resource is inserted into the section, you can move it to where you want it to appear in the section (or even to a different section).

Recommended settings for a file resource

📄 Syllabus PSYC 2314 Spring 2021

→ ✏️ ⋮

> To change the settings explained below, first click the **Edit** button below the link.

Name

Syllabus PSYC 2314 Spring 2021

> Change name of the link students see

Select files

▸ 📁 Files

	Name	Last modified	Size	Type
☐	📄 PSYC2314_Spring_2021_Online_Halsey.pdf	12/31/20, 08:51	334.9KB	PDF document

Save and return to course   Cancel

> Click **Save and return to course** once all settings are made.

> Add a description that appears below the link

Visibility Show on course page ⬍

Common module settings ⌃

ID number

Description

Paragraph ▾ B I ≔ ≔ 🔗 🔗 🖼 😊 ⊞

Open and if possible print the syllabus above. The syllabus is my "contract" with you. It explains such things as: course policies , learning outcomes you should expect to achieve, and due dates of graded activities.
Path: p

☑ Display description on course page ⓘ

Multimedia files won't be displayed in the activity card views for the Snap theme. This will be applied in homepage and course pages only for the small activity and resource cards.

> Set activity completion condition so students see a check mark beside the link once they have viewed the file.

Activity completion ⌃

Completion tracking ⓘ

Show activity as complet ⬍

Require view

☑ Student must view this activity to complete it

What students see

This is the link name students will see.

If you set the activity completion condition, a student will see this checkmark once they have opened and viewed the file.

📄 Syllabus PSYC 2314 Spring 2021

Open and, if possible, print the syllabus above. The syllabus is my "contract" with you. It explains such things as: course policies, learning outcomes you should expect to achieve, and due dates of graded activities.

In the Class Orientation section you will "sign" your name on the Syllabus Agreement EVA, showing that you understand and agree to abide by what is in the syllabus. Therefore, it is important that you read the syllabus carefully.

This is what students see if you included a description and set it to be displayed.