

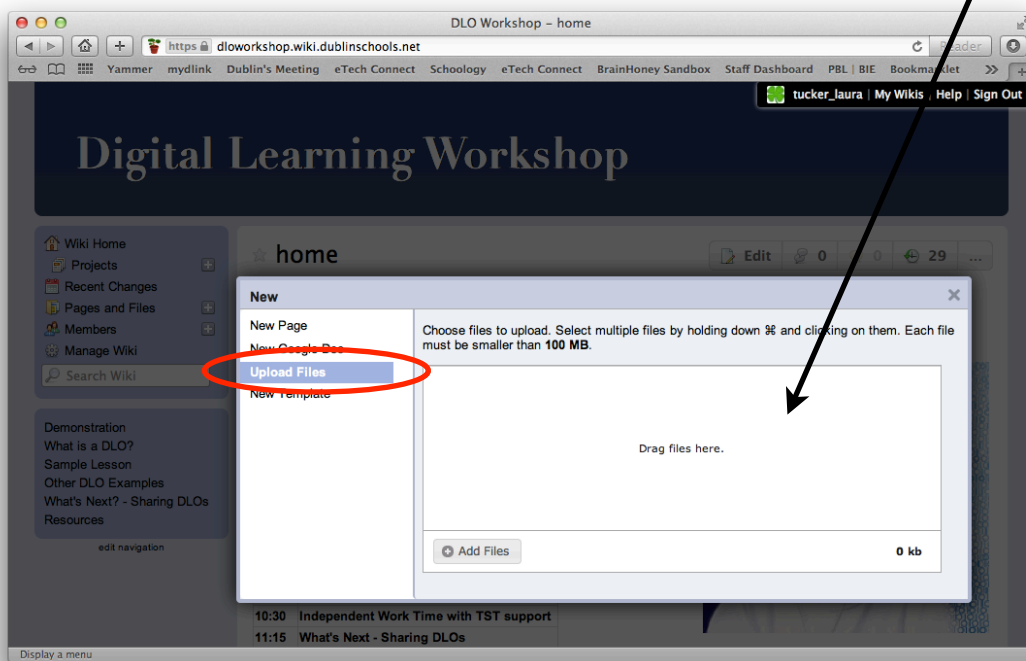
## Uploading a File to the Wiki

Once you have your DLO created, upload it this wiki.

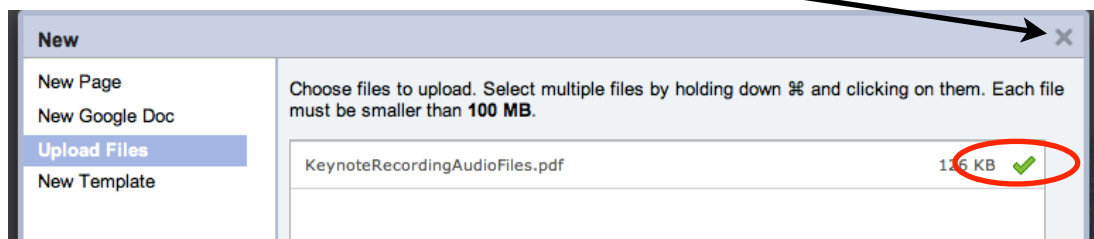
1. Click on the “+” beside “Pages and Files”.



2. Click on “Upload Files” and drag and drop your file (PDF, video, JPG, etc.) into the file area.



3. Once the green arrow appears indicating that your file has successfully been uploaded, click on the “X” to close the window.

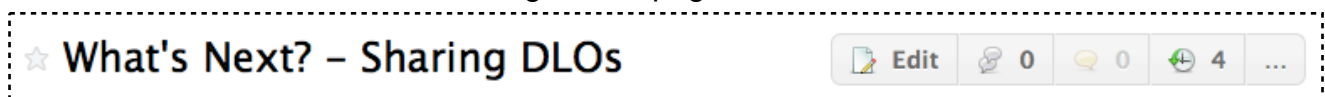


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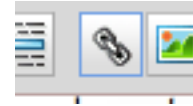
## Linking to a File in the Wiki

Once you have your file uploaded, you can create a link to it so others can see it.

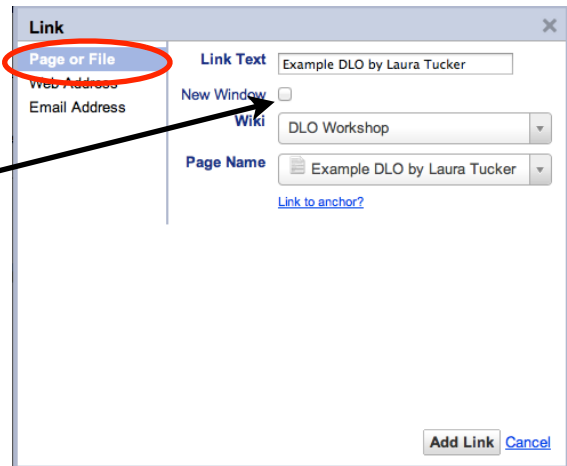
1. Go to the “What’s Next? - Sharing DLOs” page and click on the “Edit” button.



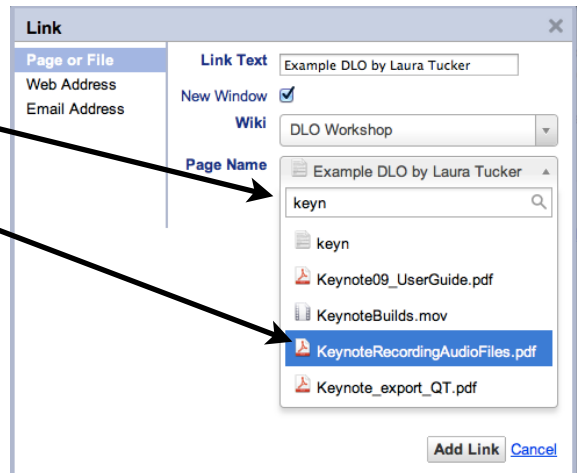
- Place the cursor where you would like to place your link and type a title for the link.
- Highlight your text (title) and click the “link” button in the toolbar.



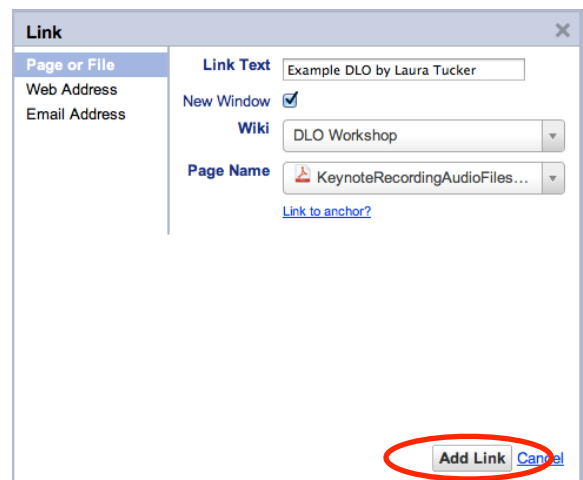
- The “Link” window will open.
- Make sure you are linking to a “Page or File”.
- It is often best to have the file open in a “New Window”, so put a check in the box beside “New Window”.



- Click in the “Page Name” area to open a place where you can type the title of the file you are linking to.
- Once the file appears in the list, select the file.



- Once the file is selected, click “Add Link”.



- A link to your file will now appear on the wiki page.

### Wiki Share Space

Once you create your DLO, upload it to this wiki and create a link to it here.

[Example DLO by Laura Tucker](#)