## Creating and Uploading Content to SomoCloud

SomoCloud is a learning management system (LMS) that allows instructors to create and deliver online courses. This document outlines the steps involved in creating content and uploading it to your SomoCloud course.

### Prerequisites

- A SomoCloud instructor account
- The content you want to upload (e.g., videos, documents, presentations)

### Steps

1. **Log in to SomoCloud:**
   - Navigate to your SomoCloud institution's login page (the URL will be provided by your institution).
   - Enter your username and password.
   - Click on the login button.

2. **Access your course:**
   - Once logged in, you will see a list of your courses.
   - Click on the course where you want to upload content.

3. **Create a new unit (optional):**
   - If you want to organize your content into units, click on the "Units" tab.
   - Click on the "Add Unit" button.
   - Enter a name for your unit and click on the "Save" button.

4. **Create a new chapter:**
   - Click on the "Chapters" tab.
   - Click on the "Add Chapter" button.
   - Enter a name for your chapter and click on the "Save" button.

5. **Upload your content:**
   - Click on the "Content" tab.
   - Click on the "Add Content" button.
   - You will see a list of different content types you can upload, such as video, audio, document, and web link.
   - Select the content type that matches the content you want to upload.
   - Uploading a video:
     - Click on the "Video" option.
     - You will be directed to a page where you can upload your video file.
     - Select the video file from your computer and click on the "Upload" button.
   - Uploading a document:
     - Click on the "Document" option.
     - You will be directed to a page where you can upload your document file.
     - Select the document file from your computer and click on the "Upload" button.
   - Uploading a presentation:
     - Click on the "Presentation" option.
     - You will be directed to a page where you can upload your presentation file.
     - Select the presentation file from your computer and click on the "Upload" button.
   - Uploading a web link:
     - Click on the "Web Link" option.
     - Enter the URL of the web page you want to link to.
     - Click on the "Save" button.

6. **Edit your content (optional):**
   - Once your content has been uploaded, you can edit its title and description.

- You can also set the visibility of your content (e.g., visible to all students, visible to specific groups).

7. **Save your changes:**
   - Click on the "Save" button to save your changes.

## Additional Notes

- SomoCloud may have specific file size limitations for uploaded content. Be sure to consult your institution's documentation for these limitations.
- You can also add quizzes, discussions, and other interactive elements to your course using SomoCloud's authoring tools.

By following these steps, you can easily create and upload content to your SomoCloud course.