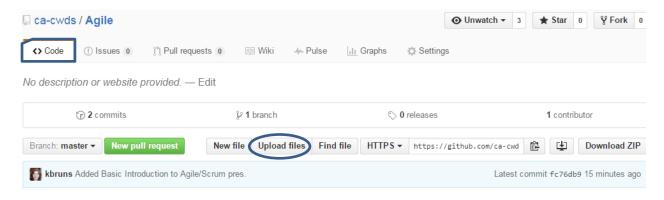
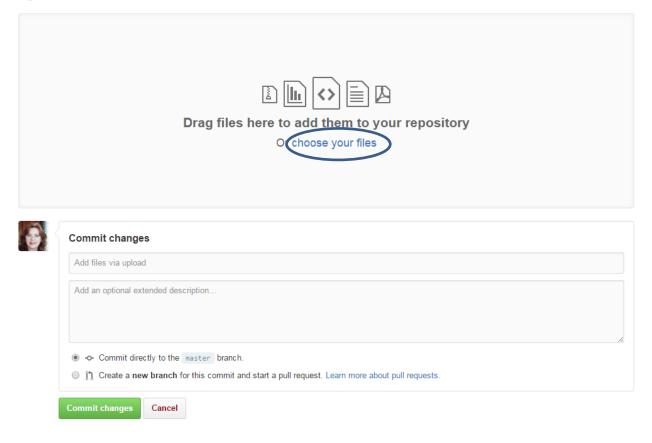
Procedure to Upload a file into GitHub:

Step 1: In the Code tab, click the Upload files button.

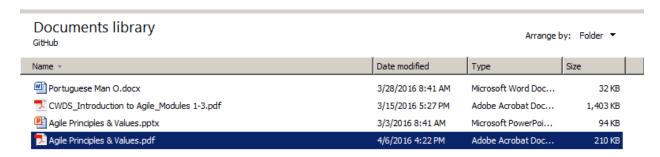


Step 2: The below screen will open. Click the choose your files link.

Agile /

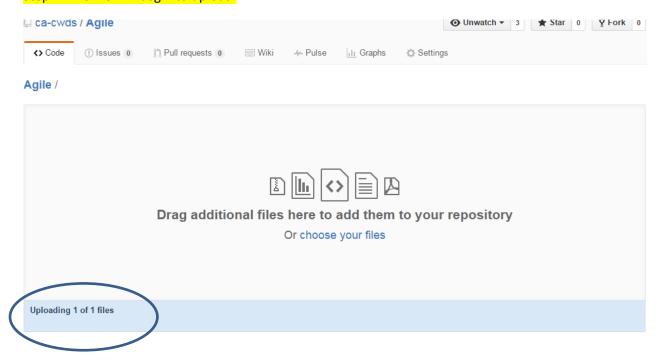


Step 3: Either double-click the desired file or click once and select the "Open" button. NOTE: Select only one file at a time.





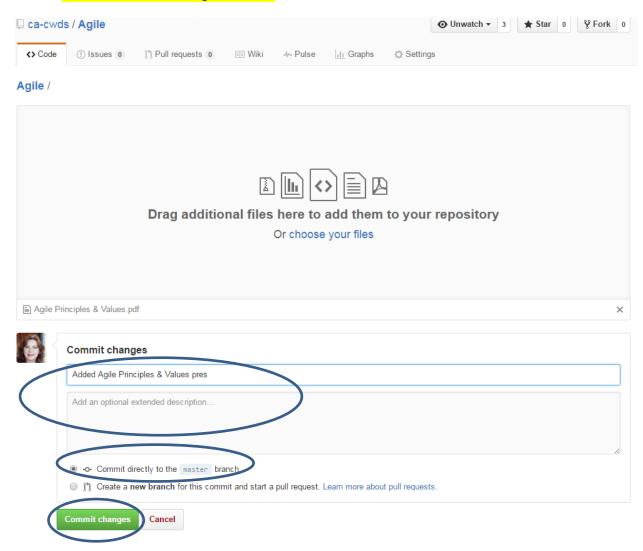
Step 4: The file will begin to upload.



Step 5a: Complete the field shown just under "Commit changes".

Make sure the radio button for "Commit directly to the master branch" is selected.

Click the "Commit changes" button.



Step 5b: After the commit has been completed, the screen will return to the file in the library. (NOTE: this is just a snippet of the screen showing the file just uploaded.)

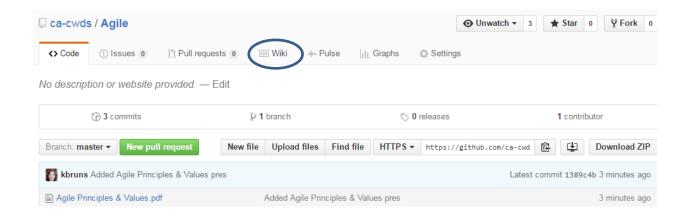


NOTE: If the desired landing page for creating a link to the document already exists, move onto step 6. If it does not exist, STOP and Create the landing page for the Wiki (see the procedure if necessary.)

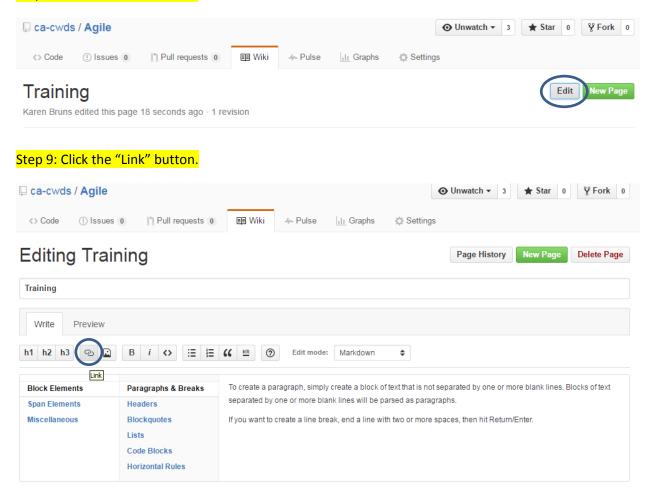
Step 6: In the "Code" tab, right click on the file you want to link to the Wiki and select "Copy link address."



Step 7: Click on the "Wiki" tab and navigate to the appropriate landing page.



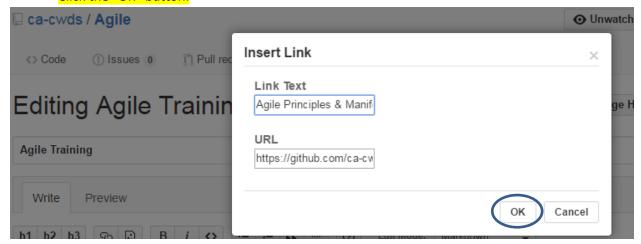
Step 8: Click the "Edit" button.



Step 10: Type the text you want to appear in the link to the document into the Link Text field.

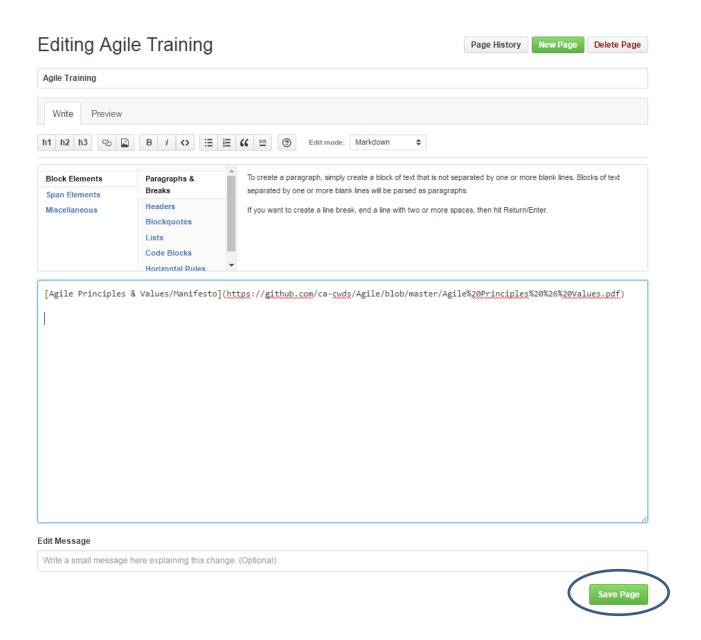
Next, paste the link copied earlier into the URL field.

Click the "OK" button.



Step 11: The screen will return to the "Edit" window as shown in the below screen shot. "Enter" twice to create a space so that the page is ready for another link in the future.

Step 12: Save the page.



END PROCEDURE