

APPLICABLE TO:

- Admin
 - Manager
 - Instructor
 - Learner
- GlobalLearn

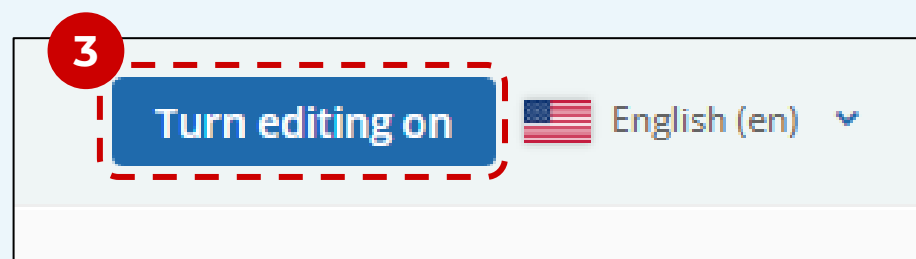
1 Log in to Global Learn and navigate to the **Course Management** page.



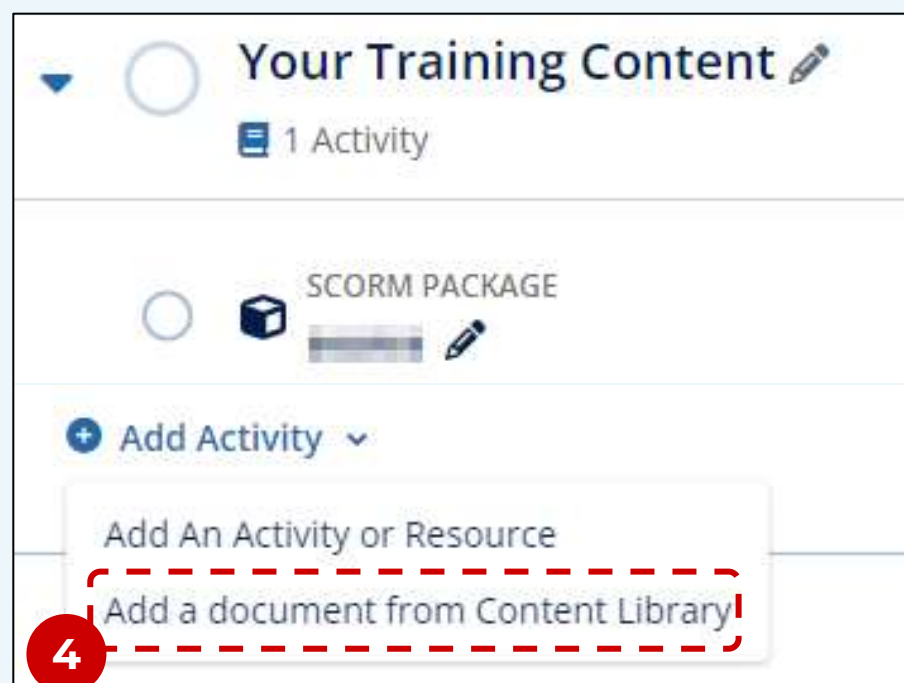
2 Enter a course by clicking on its title.



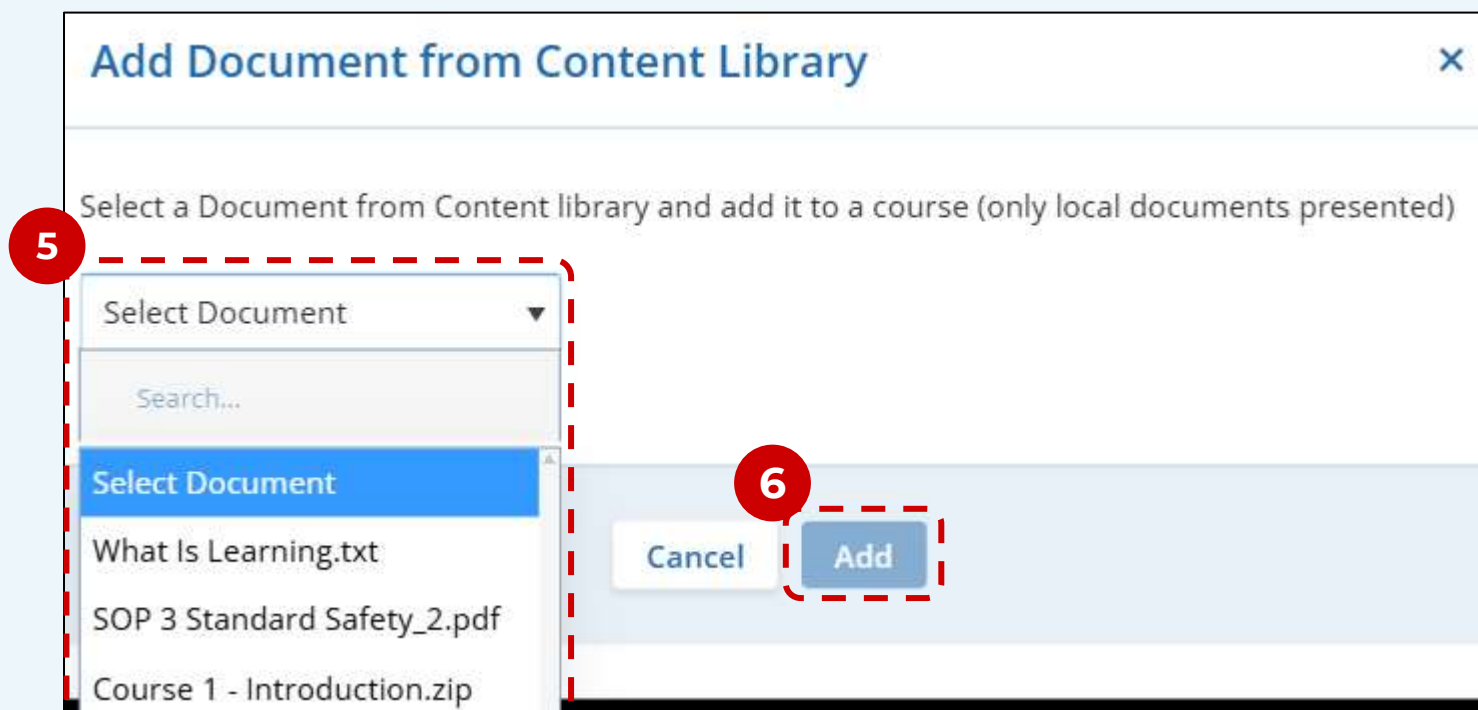
3 In the course content page, **enable** Editing (button at top-right of page).



4 Any existing content will be displayed here.
Expand Add Activity, then click on **Add a document from the Content Library**.



- 5 Type or click in the **dropdown** to choose the content you want to add. The Content Library supports SCORM, Documents, and Video files.



- 6 Click on **Add** to confirm. You may repeat the process if you need to include multiple pieces of content.



Before you leave, consider setting Access Restriction and Completion criteria for the content you just added.