



## My Content in eLR

### My Content

My Content is an area of eLR that allows teachers to store learning resources that are still being developed or in a format that you do not wish students to access. It is a storage area for teachers use only. Learning resources stored in My Content cannot be used with students.

Learning resources can be bulk uploaded into My Content for draft, then easily contributed to CIT Learning Resources for use with students.

### Accessing eLR

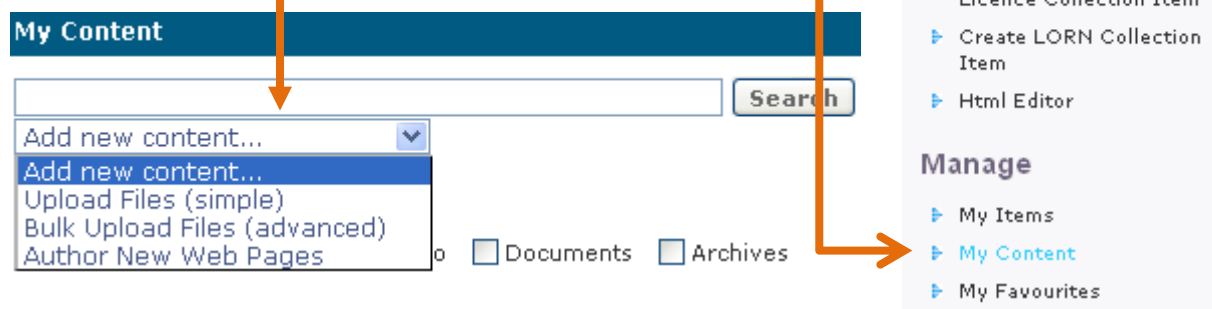
To use My Content effectively it is best to access eLR directly via <http://celrprod.cit.edu.au/>

### Accessing My Content

- Choose the My Content option from the left column.

### Getting Learning Resources into My Content

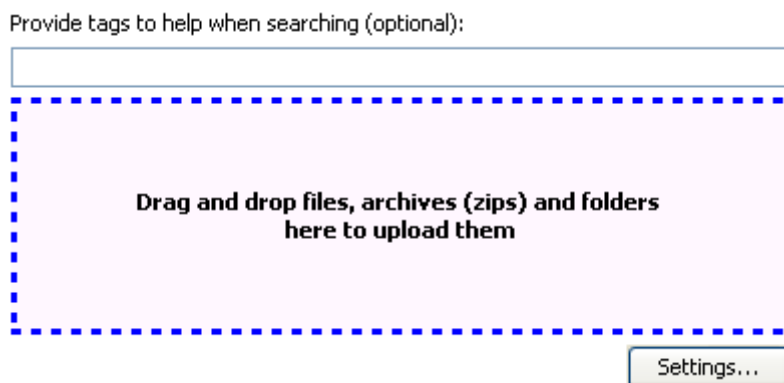
- Learning resources can be loaded into my content singularly or in a bulk upload.



The screenshot displays the 'My Content' interface. At the top, there is a dark blue header with the text 'My Content'. Below this is a search bar with a 'Search' button. A dropdown menu is open, showing options: 'Add new content...', 'Add new content...', 'Upload Files (simple)', 'Bulk Upload Files (advanced)', and 'Author New Web Pages'. Below the dropdown are checkboxes for 'Documents' and 'Archives'. To the right, a sidebar menu is visible with sections: 'Home' (eLR Home Page, CIT Home Page), 'Searching' (Basic Search, Advanced Search, Search by Collection), 'Create' (Create CIT Learning Resource Item, Create Public Category Collection, Create Copyright and Licence Collection Item, Create LORN Collection Item, Html Editor), and 'Manage' (My Items, My Content, My Favourites). An orange arrow points from the 'My Content' option in the sidebar to the 'My Content' header. Another orange arrow points from the 'Bulk Upload Files (advanced)' option in the dropdown to the 'Bulk Upload Files (advanced)' option in the sidebar.

## Bulk Upload

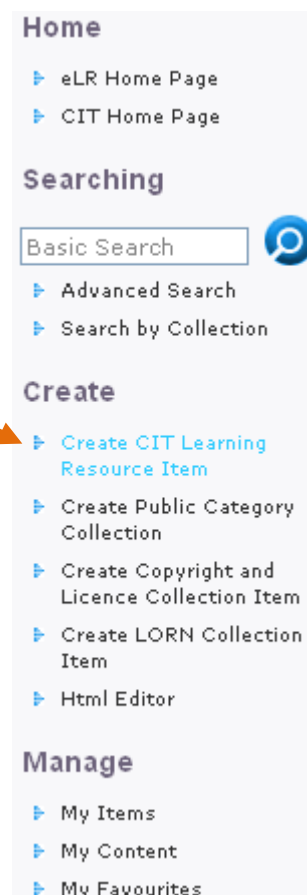
- You can simply drag and drop files to upload them to My Content. You can also change the settings to unzip files as they are uploaded.



## Moving Learning Resource from My Content to CIT Learning Resources

When you wish to use the learning resource with students, it must be moved into the CIT Learning Resources Collection.

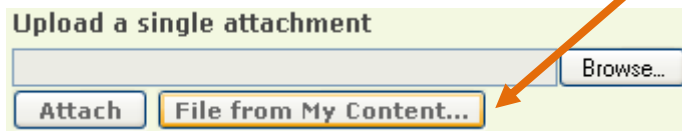
- Choose the Create a CIT Learning Resource Item option from the left column.



## Contribute the learning resource

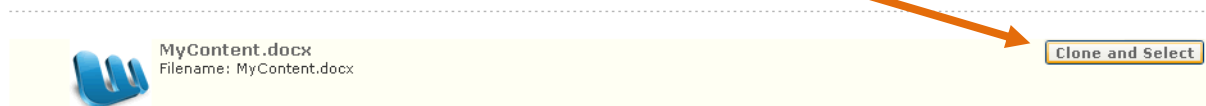
Contribute the learning resource, only differences to standard contribution are noted here.

1. In **Select the type of attachment you want to upload**, choose **File**, **Music** or **Video**.
2. In the **Upload a single attachment** option, choose **File from My Content**.



3. Choose the **Clone and Select** button.

Results showing 1 to 1 of 1



4. Complete the contribution
5. You can now attach the eLR resource to your eLearn course.

