

Upload a File to Your Artifact

1. Click on ePortfolio.

The screenshot displays the onyxon.ca website interface. At the top left is the logo 'onyxon.ca'. To the right, a navigation menu includes 'Home', 'eTutorials', 'Resources' (with a dropdown arrow), 'Français', and 'Logout'. A small blue 'New' badge is positioned above 'Resources'. Below the navigation bar, a dark grey banner contains the text 'E-learning platform for Ontario Adult Non-Credit Language Training programs'. The main content area features three large, colored buttons: an orange button for 'My Course(s)' with a graduation cap icon, a blue button for 'ePortfolio' with a person icon, and a red button for 'Browse and view eTutorials' with a filmstrip icon. A red speech bubble with the text 'Click here.' points to the 'ePortfolio' button.

2. Look at your ePortfolio.

Beverly's Class
Where do you shop for clothes?
Updated 2 days ago

Beverly's Class
Speaking: Starting a Conversation
Updated 7 hours ago


Beverly's Class
Reading Assessment Task: Introducing yourself to the new neighbors
Updated 7 hours ago

Beverly's Class
Mystery of the Broken Pie
Updated 9 days ago

Beverly's Class
Listening: Ending a Conversation
Updated 7 hours ago

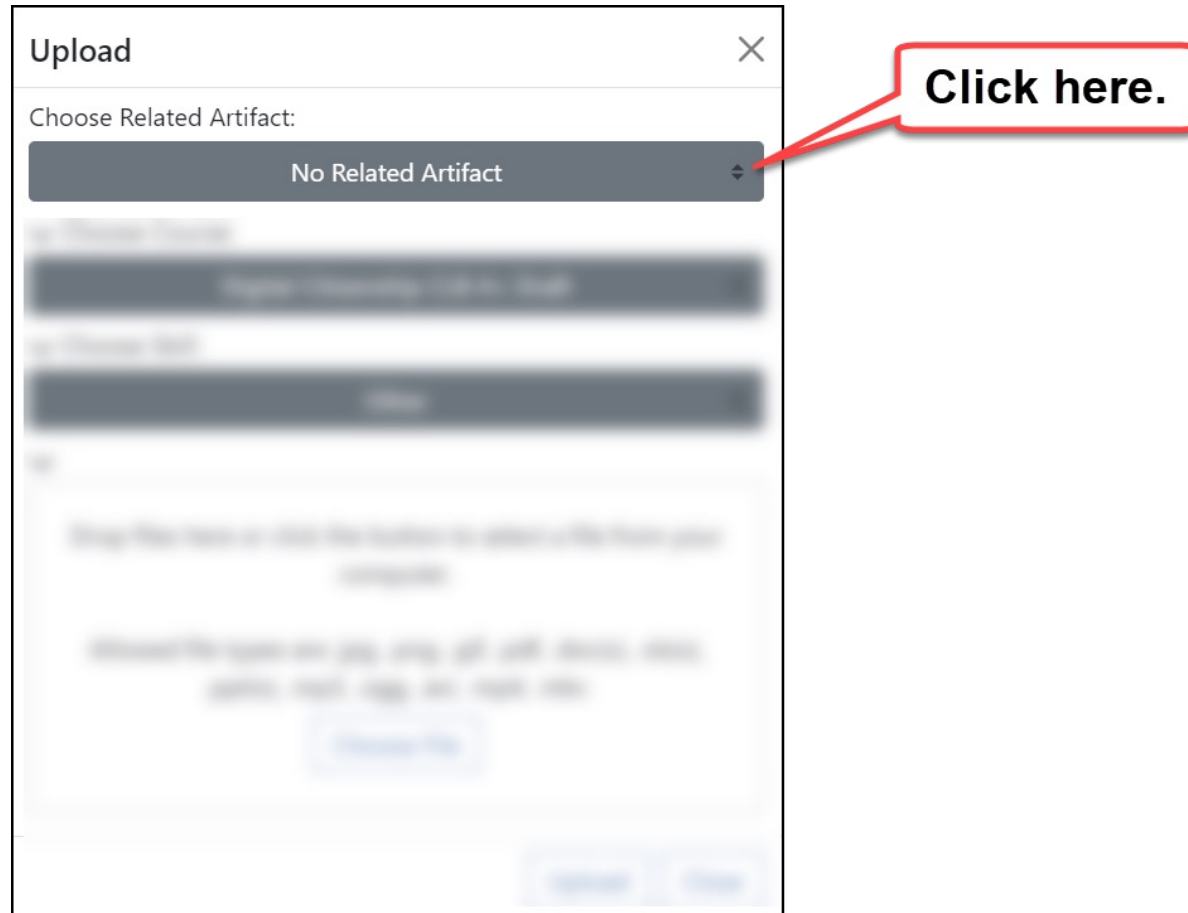
Do you want to add more files?

3. Click on the Upload button.

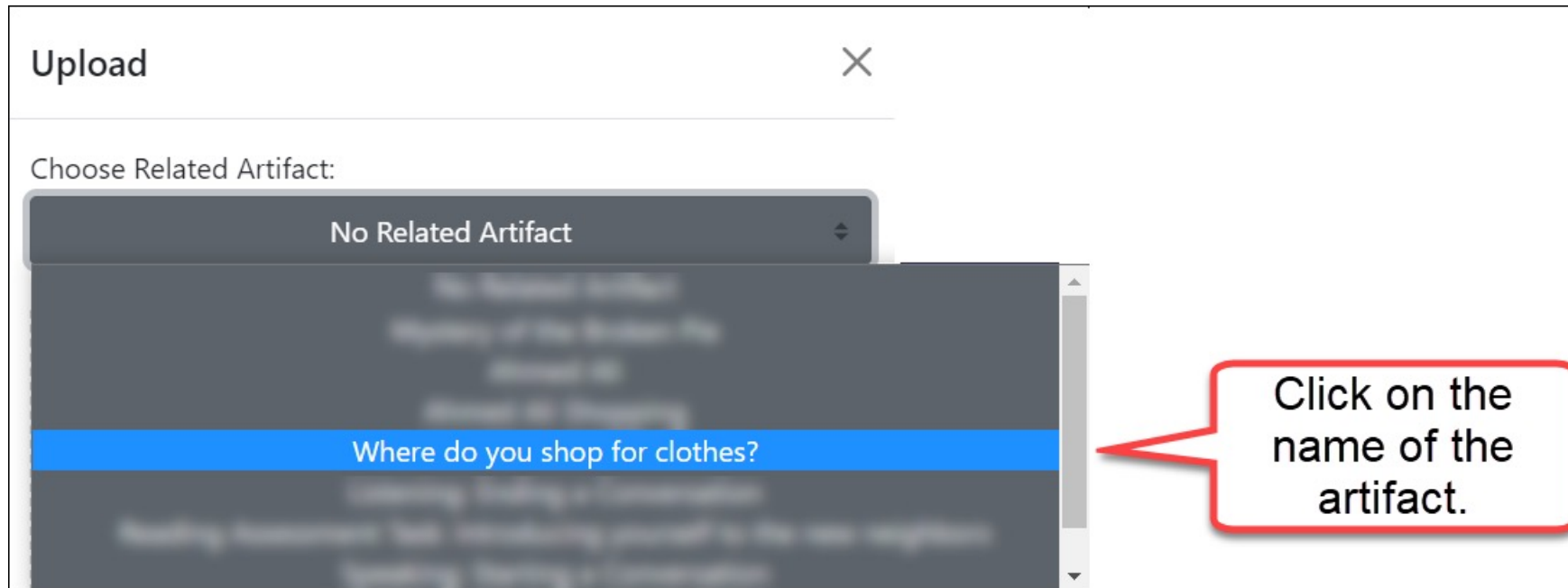


The screenshot shows the 'My ePortfolio' header in a blue bar with the text 'View your progress and download artifacts.' Below this is a navigation bar with several filter buttons: 'Listening', 'Reading', 'Writing', 'Speaking', 'Other', and 'About Me'. To the right of these are sorting options: 'Name', 'Course', 'All' (with a dropdown arrow), and 'Most Recent'. At the far right of the navigation bar is an 'Upload' button, represented by an upward-pointing arrow icon. A red speech bubble with the text 'Click here.' points to this button.

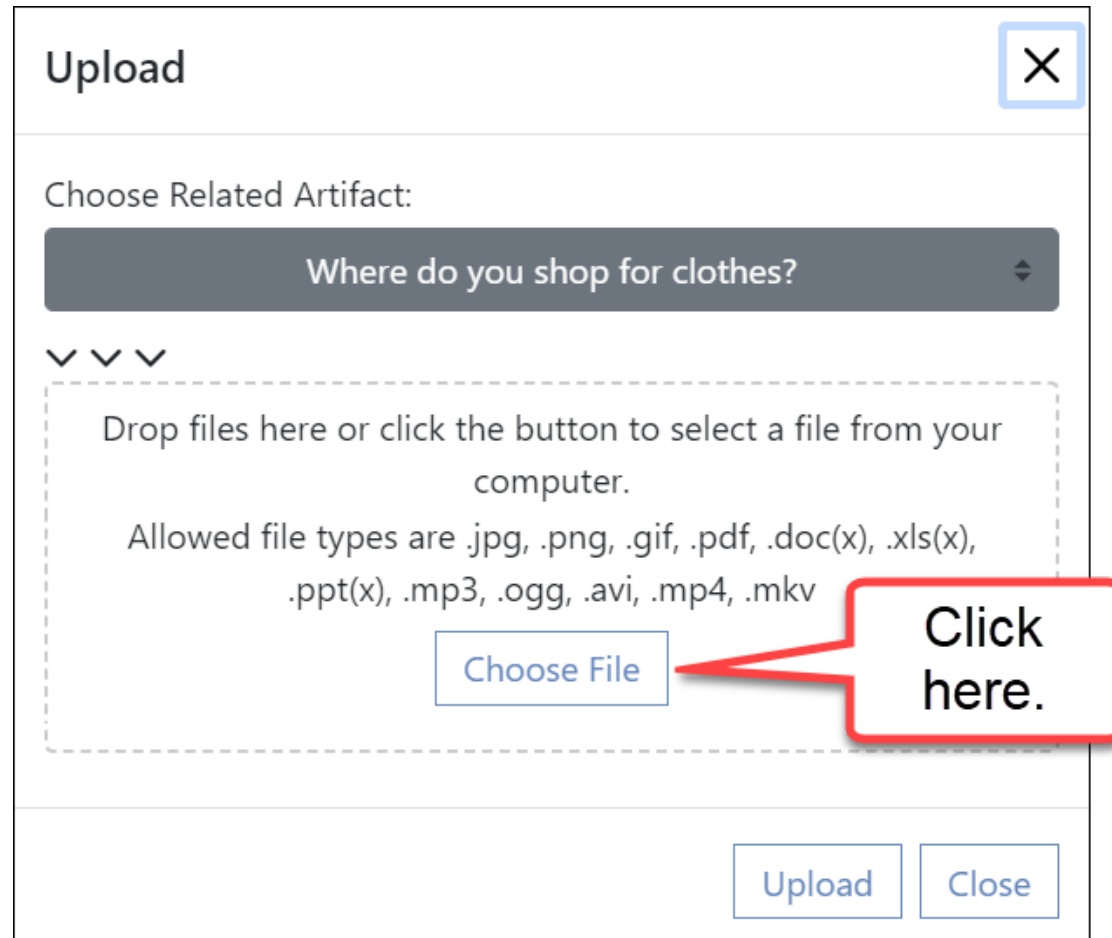
4. Click on No Related Artifact.



5. Find the name of your artifact.



6. Click on Choose File.



The image shows a software dialog box titled "Upload" with a close button (X) in the top right corner. Below the title bar, the text "Choose Related Artifact:" is followed by a dropdown menu containing the text "Where do you shop for clothes?". Below the dropdown are three downward-pointing chevrons. A dashed-line box contains the text: "Drop files here or click the button to select a file from your computer." followed by "Allowed file types are .jpg, .png, .gif, .pdf, .doc(x), .xls(x), .ppt(x), .mp3, .ogg, .avi, .mp4, .mkv". A blue "Choose File" button is located within this dashed box. A red callout bubble with a white background and black text points to the "Choose File" button, containing the text "Click here.". At the bottom right of the dialog box are two buttons: "Upload" and "Close".

Upload

Choose Related Artifact:

Where do you shop for clothes?

▼ ▼ ▼

Drop files here or click the button to select a file from your computer.

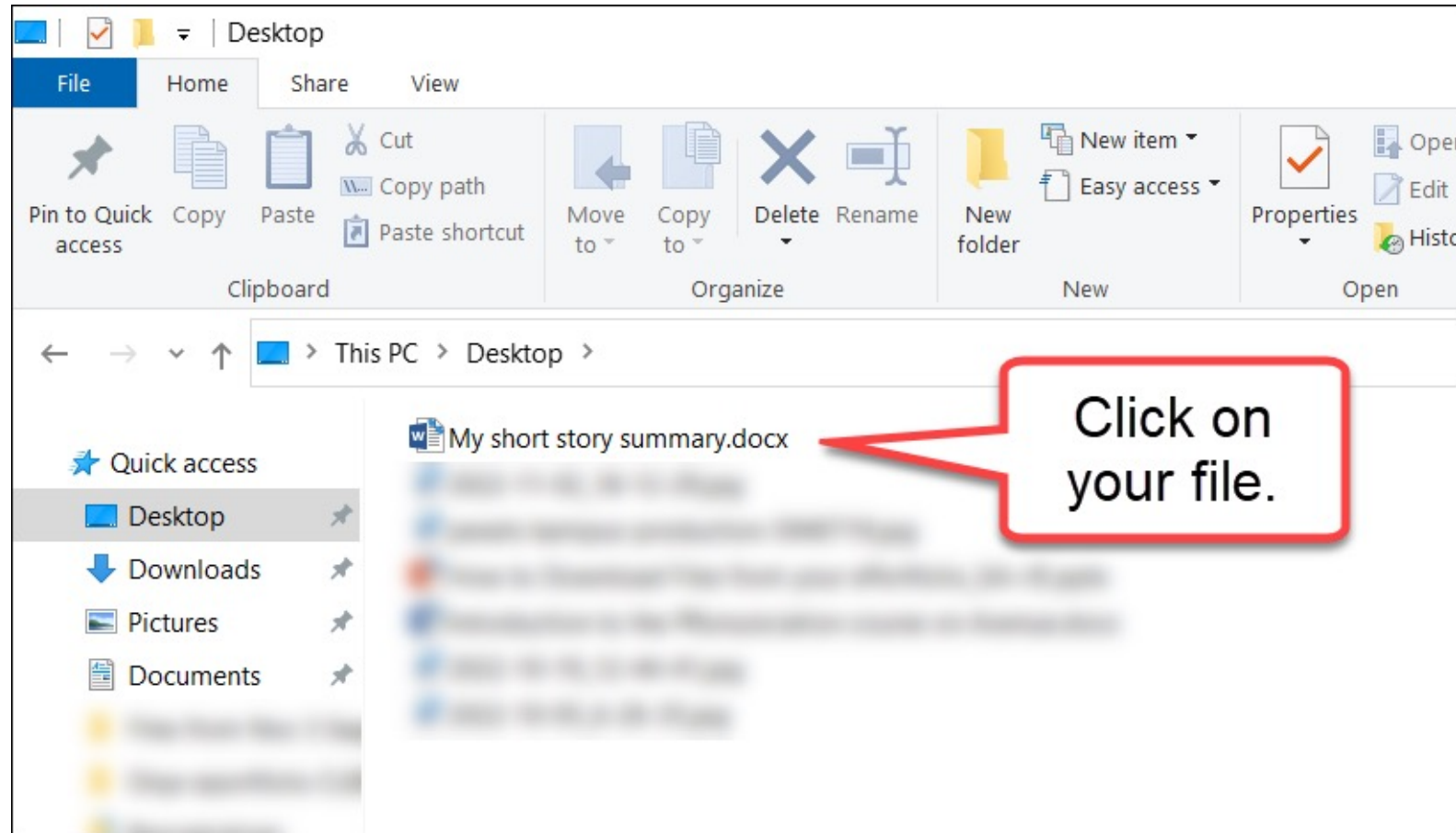
Allowed file types are .jpg, .png, .gif, .pdf, .doc(x), .xls(x), .ppt(x), .mp3, .ogg, .avi, .mp4, .mkv

Choose File

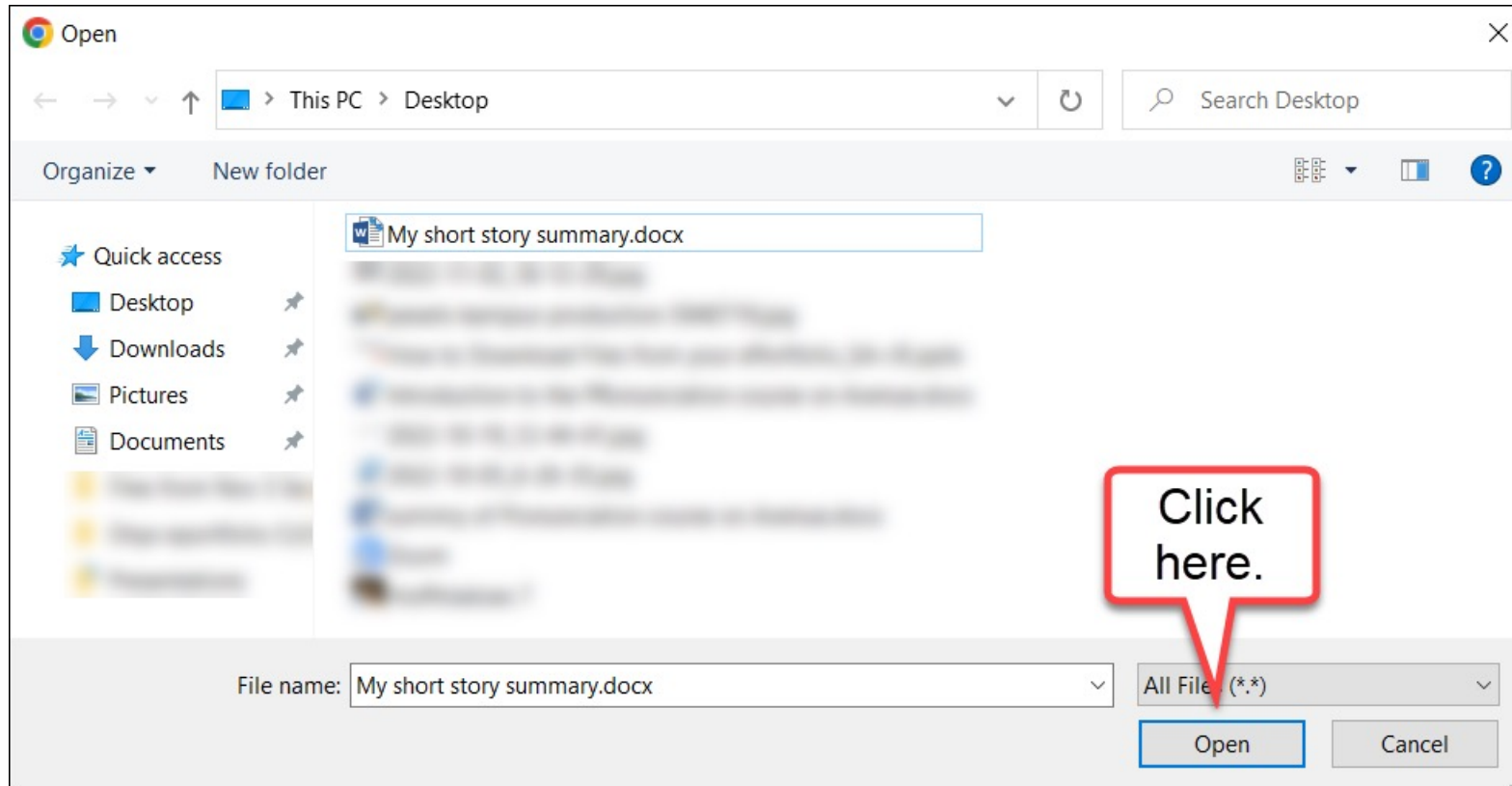
Click here.

Upload Close

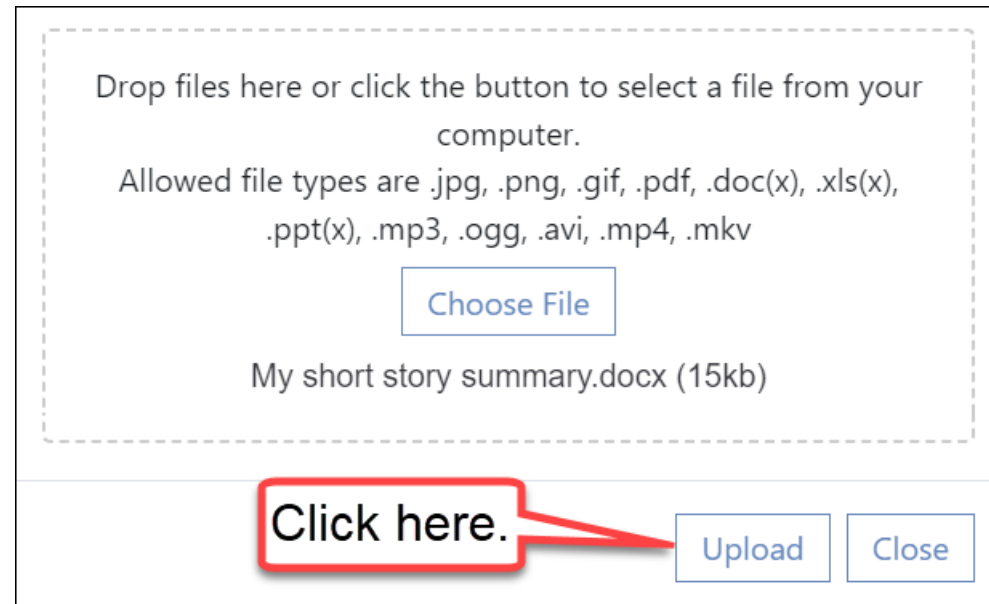
7. Choose the file from your computer.



8. Click on Open.



9. Click on Upload.



Upload is successful!

Drop files here or click the button to select a file from your computer.

Allowed file types are .jpg, .png, .gif, .pdf, .doc(x), .xls(x), .ppt(x), .mp3, .ogg, .avi, .mp4, .mkv

[Choose Another File](#)

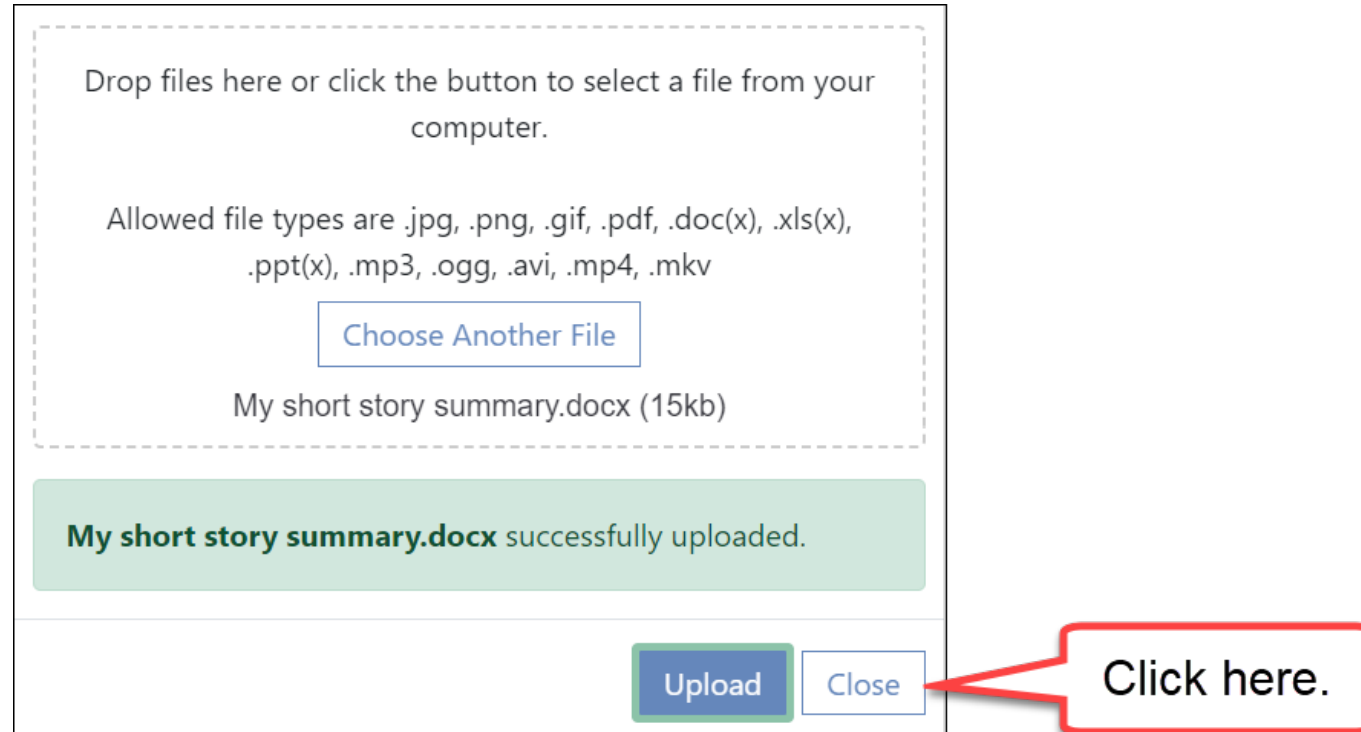
My short story summary.docx (15kb)

My short story summary.docx successfully uploaded.

[Upload](#) [Close](#)

Upload
Successful!

10. Click on Close.



Drop files here or click the button to select a file from your computer.

Allowed file types are .jpg, .png, .gif, .pdf, .doc(x), .xls(x), .ppt(x), .mp3, .ogg, .avi, .mp4, .mkv

[Choose Another File](#)

My short story summary.docx (15kb)

My short story summary.docx successfully uploaded.

[Upload](#) [Close](#)

Click here.

The new artifact is on the left.

My ePortfolio
View your progress and download artifacts.

Listening Reading Writing Speaking Other About Me

◆ Name ◆ Course All ▾ Most Recent ↕

Beverly's Class
Mystery of the Broken Pie
Updated 2 days ago

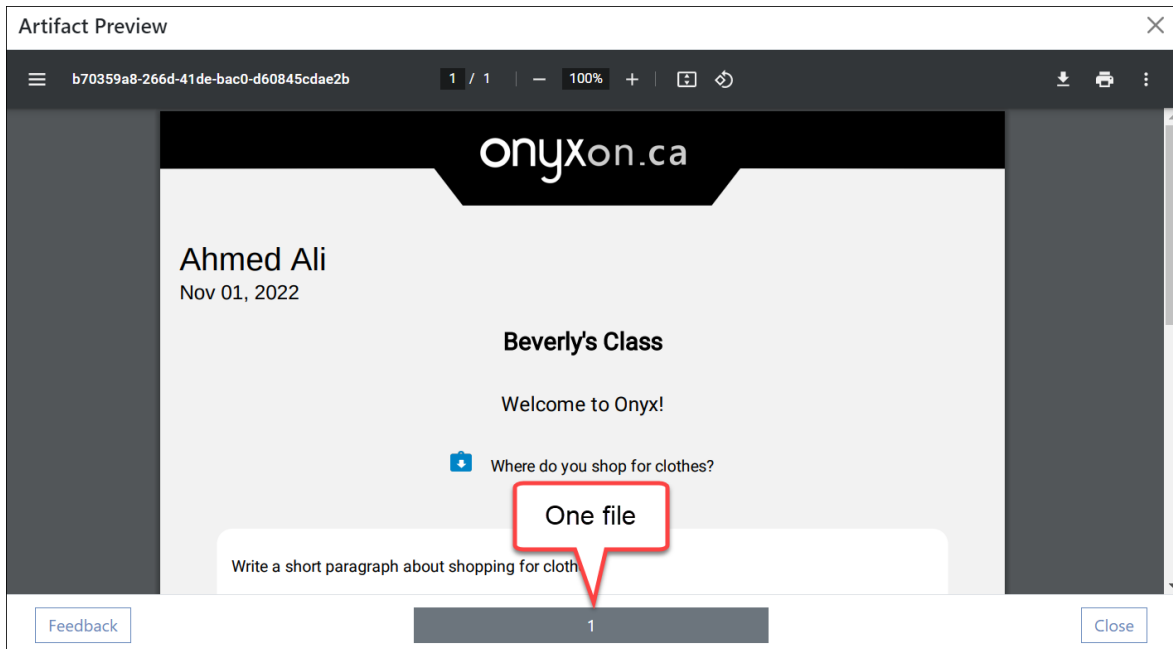
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Uploading a file adds a new button to an artifact.

Before uploading



After uploading

