

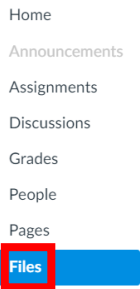


# Quick Guide: Uploading Multiple Files



Goal: Upload multiple files at once.

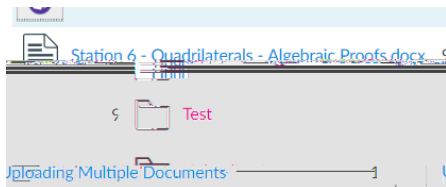
Step 1: Click Files.



Step 2: (Optional) Create a Folder.



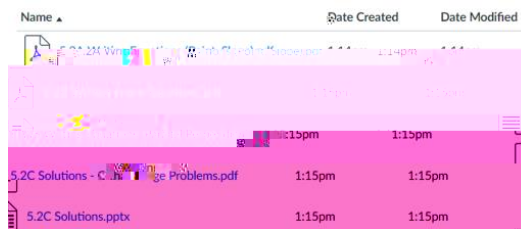
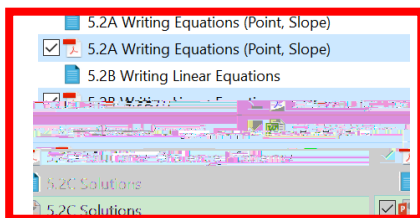
Step 3: Click on the Folder.



Step 4: Click Upload.



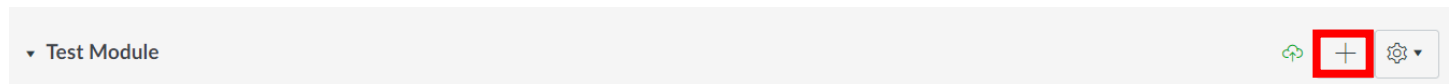
Step 5: Hold "Ctrl" and click on the files you want to upload. Click



Step 6: Click Modules.



Step 7: Click the "+" button.



Step 8: Add a File. Hold "Ctrl" and click on the files you want to upload. Click Open. Click Add Item.



(The files will be added within the module).

