

Uploading and Adding a Single File to Your WebCT Course Shell

1. In Build view, navigate to the location in the course shell where you want to add the file.
2. Click **"Add File"**. The *Content Browser* pop-up window appears.
3. Click on the "My Computer" icon to locate and select the file that you want to upload. After you have selected it, click on "the "Open" button.

The link to the file will be placed on the page you selected and the file will also be stored in your CE-6 file manager (My Files).

Note: If the "My Computer" icon does not appear when you click on "Add File", you will need to update Java on your computer to work appropriately with CE-6. (You will also need Java for other CE-6 tools). To update Java, follow the procedures below:

Remove all current versions of Java. Click on the link below to read the instructions on removing Java from your computer.

- [Remove Java from Windows XP/Media Center](#)
- [Remove Java from Windows Vista](#)

Click below to install a Compatible Version of Java

- [Download and Install a Compatible Version of Java](#)