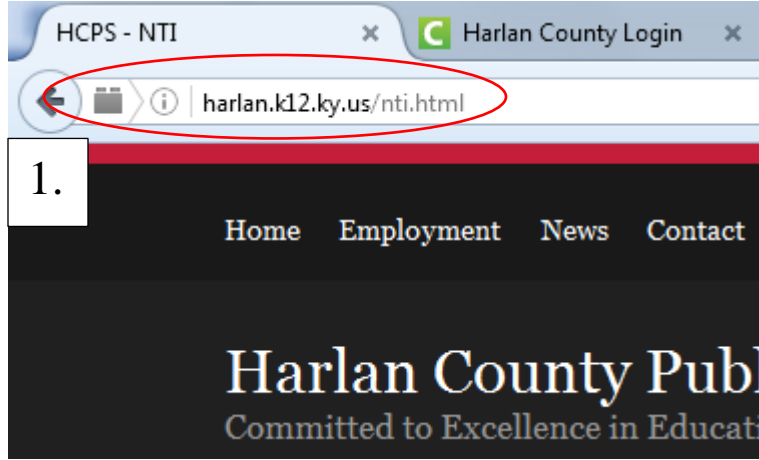


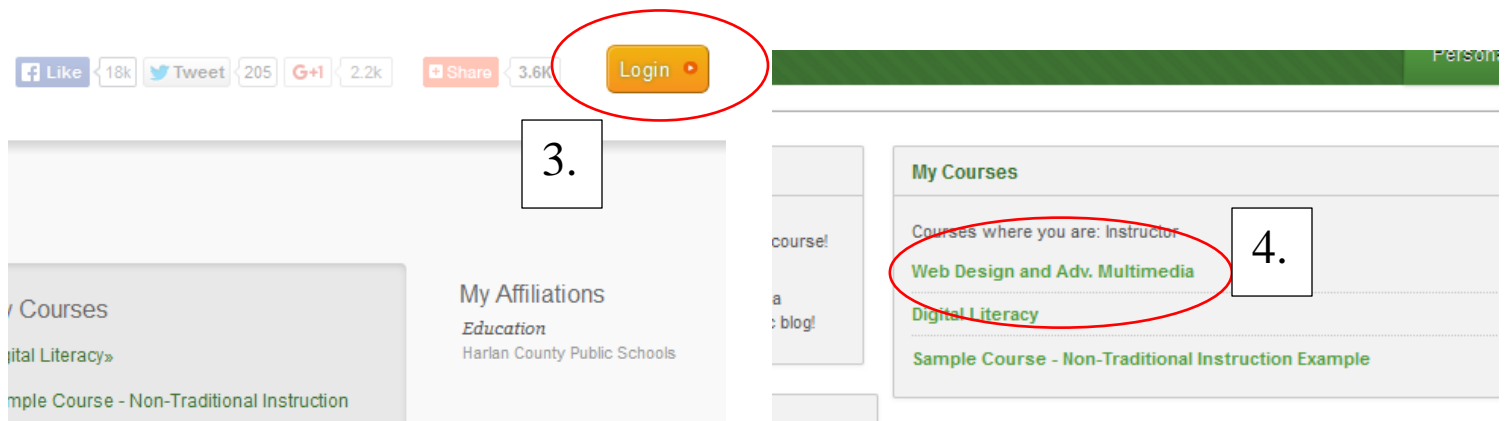
Adding Projects to your Coursesites Account

1. Go to the District NTI Page: <http://harlan.k12.ky.us/nti.html>
2. Click on the link beside of your name



Nau, Alexandra	https://hcpsanau.coursesites.com
Noah, Dondi	https://hcpsdnoah.coursesites.com
Nolan, Anthony	https://hcpsanolan.coursesites.com
North, Kim	https://hcpsknorth.coursesites.com
Pace, Scott	https://hcpspace.coursesites.com
Pate, Pat	KCTCS
Reynolds, Jon	https://hcpsjreynolds.coursesites.com

3. You will be taken to your Coursesites page. To the right, click on **Login**. Note that your username should be hcps and then your network username (ex. hcpsjreynolds).
4. Upon logging in you will be taken to your Dashboard. Click on your course.



5. To the left, click on **Content**, **Build Content** and then **Item**. You will have the options to add a Title, Description and attach documents. You can edit the item at any point, adding or removing text and/or files. Please use .pdf documents to ensure that they can be opened. When in MS Word, click on File, Save As and change the file type to .pdf.

That is all you have to do to add your projects/assignments to your Coursesites courses. They will show up on your Content page when students login or view as a guest.

