




Add resource to course:

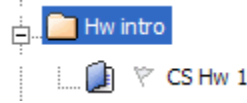
1. In 'Glow Learn', click - [Plan and organise content](#)

2. Click **Courses** tab 

3. Open Course folder by clicking + sign →   Computing Higher


4. Click on Course or open folder which Course is in

Note:  icon represents a Course



5. Click on **Course**  CS Hw 1

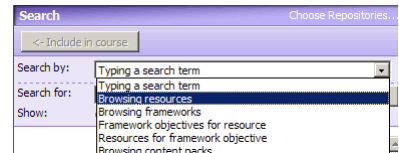
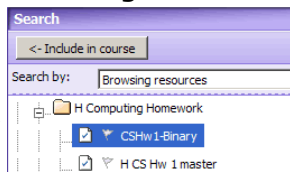
6. In the right-hand pane, click on **Edit**. The course builder window will open.

7. In the 'Course Builder' window click the **Search** icon 

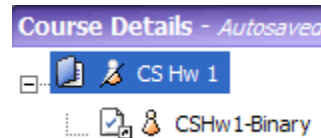
8. In the Search window choose - **Browsing resources**

9. Click on **Include in Course** →

AFTER you Click on resource →



10. Resource item will now appear in the selected Course. →





To copy a resource:

1. In Glow Learn, ensure that you are in 'Planning' view. If you are not, click on the drop-down menu at the top right of the screen and select **Planning**.

2. Click the **Resources** tab.

3. Click on the + signs to expand the tree structure.

4. Locate and select the resource you wish to copy. Click the **Copy** icon  on the toolbar.

5. Expand the tree structure, if necessary, to locate the folder into which you wish to copy the resource. Select the folder and click the **Paste** icon  on the toolbar.