# Add media resources to My Content

Adding media resources to My Content allows you easily bookmark resources for future access. There are several ways to add resources to My Content.

Note: Resources can be added directly into your My Content tab. If you wish to add resources into your School or District Content tabs, you must first save it within your My Content tab. Once saved, you can then share with your school or district.

## Option #1: Add Resources at the Video Page

1. Locate a resource that you wish to add to My Content.

2. Click on the check box to the right that corresponds with the desired resource. i.e. whole video or a particular segment
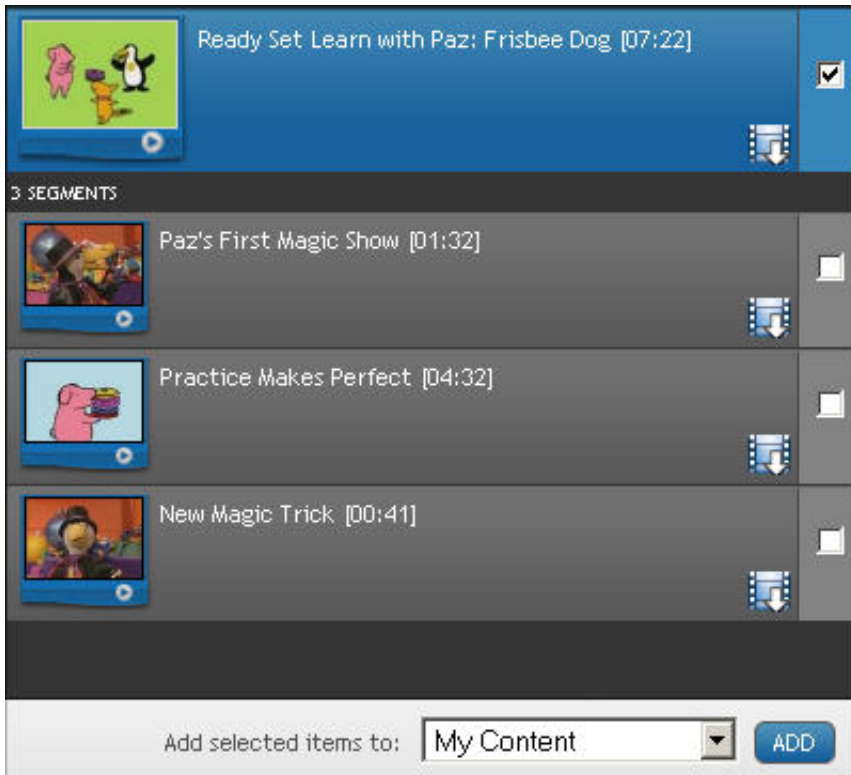
3. Select "My Content" from the "Add selected items to" drop down menu and click "ADD."

4. A pop-up window will open. You may add the resource to the "My Content" default folder, select a folder or add it to a new folder.
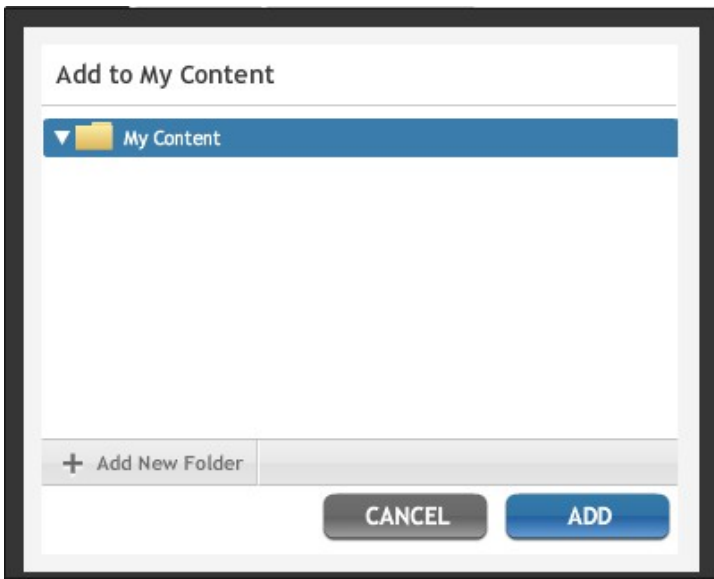
5. If you select "Add to New Folder," follow the prompts and enter a folder name and folder location. My Content allows you to create folders within folders.
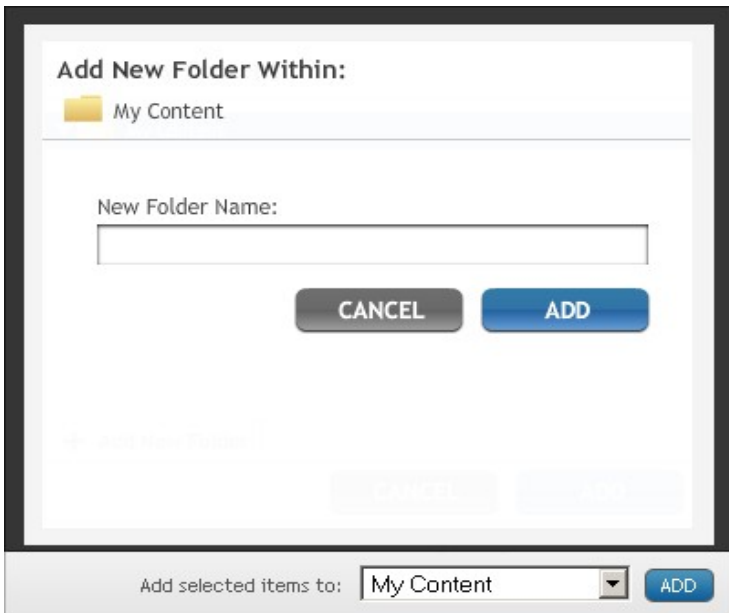
6. Click on "ADD" and the window will display a confirmation message, telling you that your content has been added.

7. To access your content, click on the "My Content" link on the navigation bar at the top of the screen.

Put the flexibility of My Content to work for you. Once you have added media resources to My Content, you can use the pull down menu to assign, share, delete and rename them at any time. Organize your media by using the drag and drop feature.

TYPE	NAME	CREATED	SUBJECT	GRADE	ACTIONS
📁	Amphibians	07/14/2010	--	--	Assign
📁	Kinder	04/30/2010	Health	0	Share
📁	Kinder - English	07/14/2010	English/Language Arts	0	Delete
					Rename

Option #2: Add Media Resources Using the Resource Preview

1. Search for the resource you wish to add to My Content

2. Hover your cursor over the resource you wish to preview. A pop-up will appear that will show a preview of the resource and a description.

 3. Click the "Add to my Content" button. A pop-up will appear prompting you to select the folder you wish to add the resource to. You may also create a new folder for the resource.
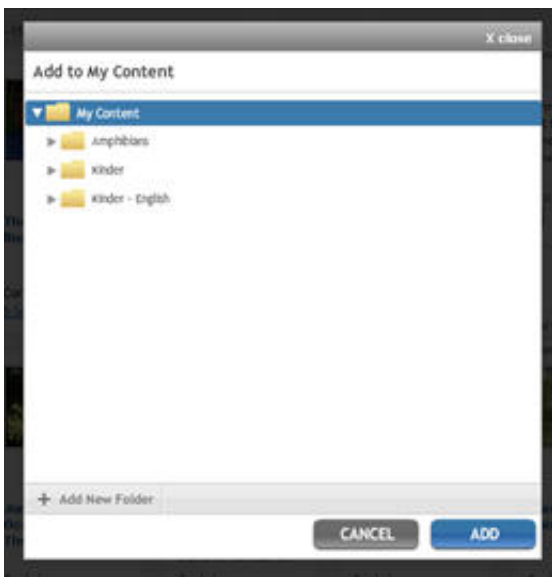
4. Click the "Add" button to add the resource to the selected folder.

Once the resource is added to My Content, it will be accessible from the folder it was saved to. You can also move your resource into another folder by simply using the drag and drop feature.