How to add content to Lessons Student Pages in Sakai (as a student)

Some Sakai instructors assign student projects, where students add content directly to their Sakai course site. In this handout, you'll find out the following: how to access and create your Student Pages, how to display a YouTube video, a web link, and a link to a document. Also, you'll find out how to reorder items on your Student Page, and find and display an image.

Step 1: Find Student Pages

Depending on how your instructor sets up your course, your Student Pages may be located in Lessons, in a Lessons link (subpage), or on the main course menu. Ask your instructor where to find your Student Pages.

Step 2: Add your Student Page

1. After you click on the link to your Student Pages area, you'll see a blue box displayed with the heading **Student Pages**. Below the heading, you may see student names. Click on the link titled **Add Your Own Page**.
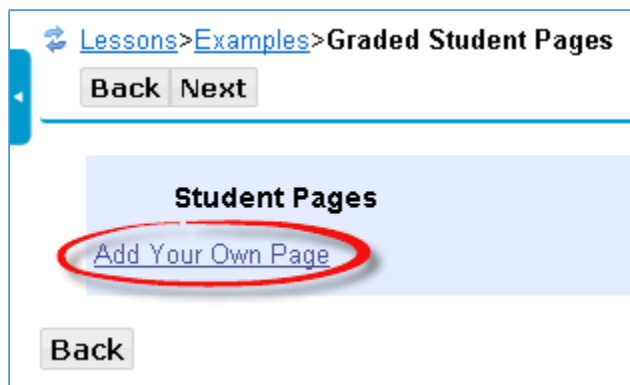

2. Now you'll see the **Student Page Help Information** displayed. Don't worry! Whenever you add your own page or add a subpage (link to another page), you'll see the Help information. As soon as you add content, the Help information will disappear.

3. If you want to change your *Student Page title*:
   - Click on the **More Tools** button.
   - Click on **Edit Title**. *Type in your title*. Click **Save**.
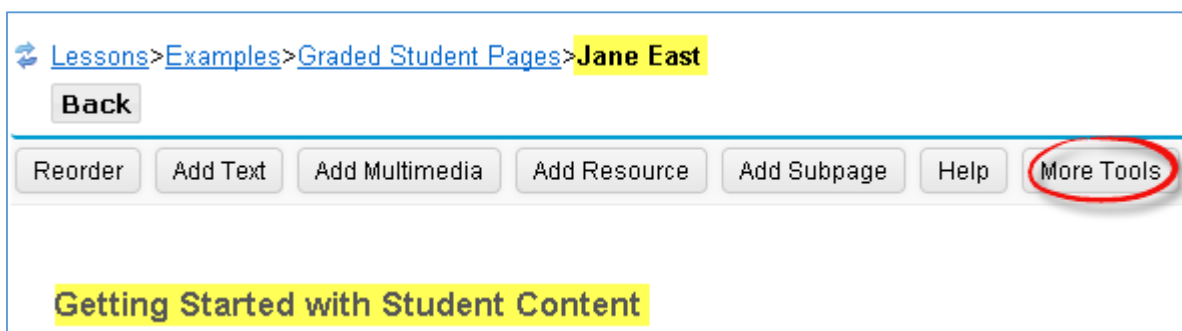
Step 3: Add Text (and headings)

1. You may want to add text or a heading to your Student Page. Click on the **Add Text** button.
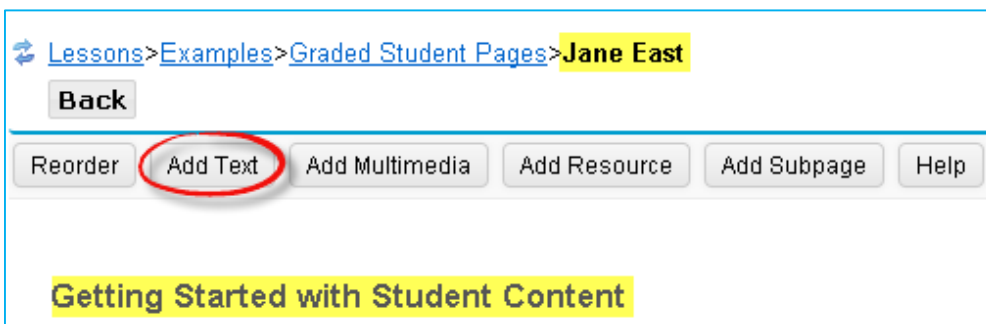
2. In the text editor, **type a heading**, such as *My Student Page*
3. If you want, you can format the heading. You can *highlight the text,* on the toolbar above, click on the **Format drop down box**, and click on a heading, such as **Heading 1**.
4. Click on the **Save** button. Now that you've added content, the Help information is gone. You'll see your text displayed along with the *Edit* button.
5. If you need to make changes, click on the *Edit* button to the left. Click **Save** to save your updates.
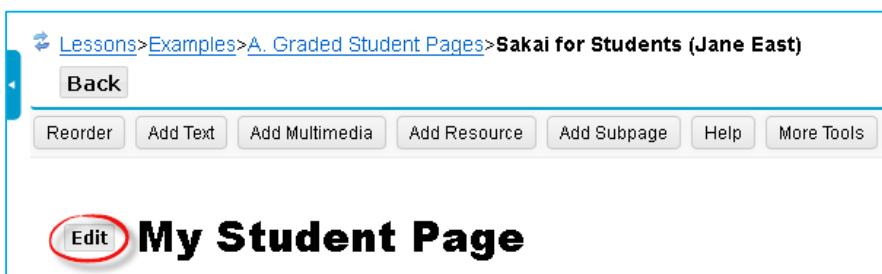
Step 4: Display a YouTube video

Lessons has been configured to display YouTube videos.

1. Click on the **Add Multimedia** button.
   a. Click on the URL box, and paste the YouTube video web address, such as https://www.youtube.com/watch?v=TZ1MfnWpNkI
   b. Click on the **Save** button. Your YouTube video will be displayed.
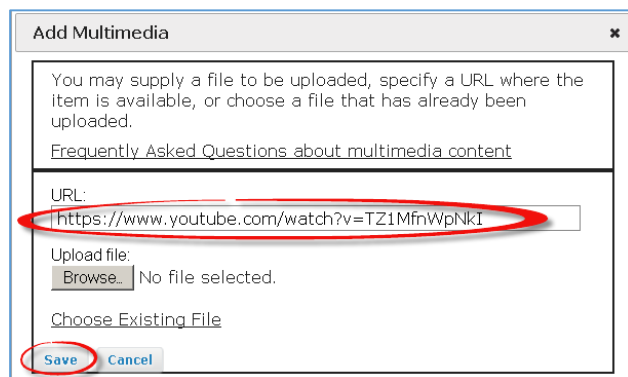
Note: *Only YouTube videos* can be displayed using the *Add Multimedia* button. For other types of videos, such as Vimeo, use *Add Resource* to create a link to the video (see Step 5 below).

Step 5: Add a Web Link using Add Resources

When you display a video, you should provide a link to it, in case the video won't display for a student.

1. At the top, click on **Add Resource.**
2. **In the URL box, paste the video address, such as:**
   https://www.youtube.com/watch?v=TZ1MfnWpNkI
3. Click **Save.** You'll see your YouTube web address link displayed.
4. To display a more descriptive link, to the left of the new link, click **Edit.**
5. **In the Item name,** type in a title of the video, such as Sakai Tour for Students.
6. Click **Update Item.** Click on the link to your YouTube video. You'll be taken to a new web browser tab and can play the video. Close the web browser tab to return to Sakai.

Step 6: Add a link to a document

You have a number of different documents you can add a link to, such as a Word document, PDF, or a PowerPoint. Just like adding a web link, you can use Add Resource to add a link to the document.

1. Find a document. For example, open and save to a location you can easily find, one of the printable Sakai student login sheets, such as the Credit students pdf:
   http://courses.durhamtech.edu/wiki/images/7/7c/SakaiStudentLogin.pdf
2. In Student Pages, click on **Add Resource**.
3. Click **Browse**. Find your file, select it, click **Open**.
4. Now click **Save**. Click on the link to your file. Your file will open in a new web browser tab. Close the browser tab to return to Sakai.

Step 7: Reorder items

1. Click on the **Reorder** button.
2. You can move an item by *clicking on it* (such as item number 2 or 3 below) *and dragging it up and dropping it into position* (such as under number 1 in the example below).

Please drag and drop the items below to reorder them. Or select a number and use the control key plus uparrow or downarrow. In some cases you m

1 My Student Page
2 https://www.youtube.com/watch?v=TZ1MfnWpNkI
3 This video shows new students how to use Sakai. Video doesn't display? Here's the video link:
---   *Move items below this marker to delete them*

Save   Cancel

3. DO NOT drop anything below the tiny line displayed below the last item, or the items will be deleted. Permanently deleted.
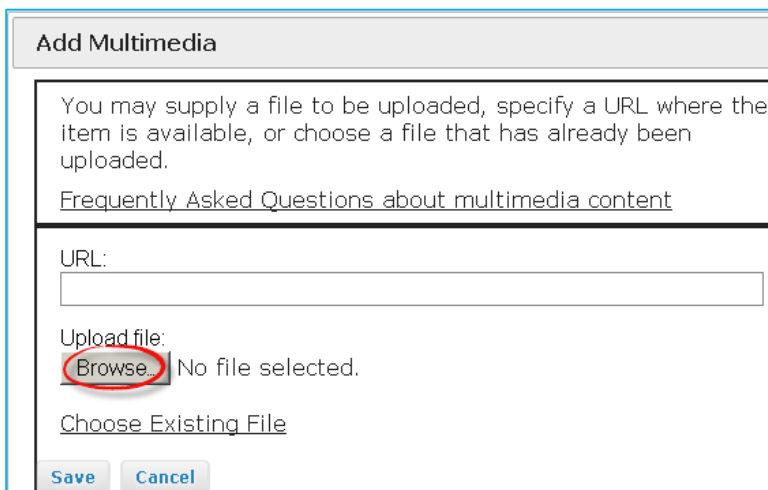4. Now click **Save**.

Step 8: Find and Add Images

Unlike videos that you are just linking to, you usually have to find, download, and then upload an image. This means that people could think that the image you upload and display on your Student Page is an image you created. *You have three choices for finding images you can use on your Student Page:*

1. **Create your own images using one of these free tools or other tools you like to use:**

    a. 14 Tools to Make Engaging Images for your Social Media Posts
    b. 5 Simple Easy Ways to Create Images for your Blog Posts

2. **Use Creative Commons photos**. Some people allow others to use their photos, if you give them credit, or what is called attribution. In addition, they may require that you don't use their photos for commercial reasons, and/or may not want you to change their photo. To find Creative Commons photos that place the attribution on photos for you, use Photos for Class:

    a. Type in a **term**, click on **Find Photos** to search for an image.
    b. Below a photo you like, click on **download**, change the photo name, and save in a place you can find the photo again.

3. **Use Public Domain photos.** These are photos that people have donated for others to use; they have waived all their copyrights to their images or their copyrights have expired. Here are some excellent resources for finding Public Domain photos:

    a. Where can you find images you can *easily* add to your classes (without getting into trouble)?
    b. 5 Good Places for Students to Find Public Domain Images

Add Images to your Student Page

1. In Sakai in Lessons (on your student page), click on the **Add Multimedia** button.
2. Click on the **Browse** button.
3. Find your file, *select it*, click **Open.** Beside the Browse button, you'll see the name of the file.

4. Click **Save.** Your photo will display. You could use one of the tools stated above to make the image smaller before displaying it. If you need your photo to display just a bit smaller, click on the *Edit* button. A good width for an image in Sakai is 200px or 300px; after typing 300px, click **Save.**