

Import an HTML file with Images

To import a single .html file that contains one or more images:

1. Locate all files associated with the .html page you want to import (on your computer or other storage device).
2. In your AC Online course, go to the **Lessons** page or folder where you want to upload the .html file.
3. Click **Add Content**, and select **File**.
4. Click **Drag-n-Drop**. Wait for Javascript to load. You will see “**Drag and Drop Files Here.**”

*To use the Drag-n-Drop feature, open a new window on your desktop. (Right-click the **Start** button at the bottom left corner of your Windows desktop and select **Explore**.) Locate the .html file and all associated image files you want. Arrange the window that displays these files so that you can drag them to the AC Online screen and drop them where it says “**Drag and Drop Files Here.**”*

5. Drag the .html file and all associated image files over to ANGEL. You can either select and drag all the files together, or drag them over one at a time.

IMPORTANT: Do NOT click **OK** until you have dragged over all associated files.

6. When you see all the files listed, click **OK**.
7. Enter a **Title** (what you want to name the link that your students will see).
8. Select the .html file as the **Default File**. Click **OK**.
9. Now click on the Title of the file in the lesson. The page will appear with all images in place.