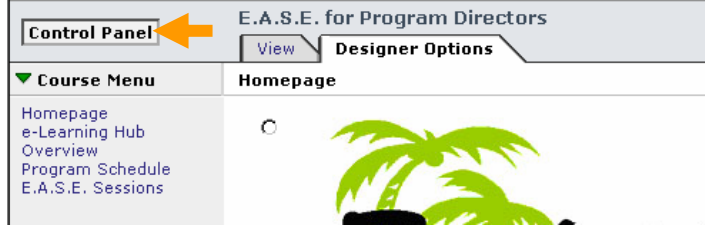


# WebCT 4.0: Uploading a File

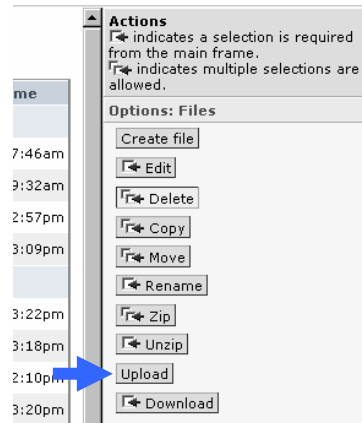
Choose **Control Panel** →



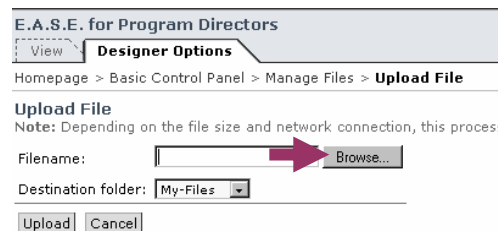
Choose **Manage Files** →





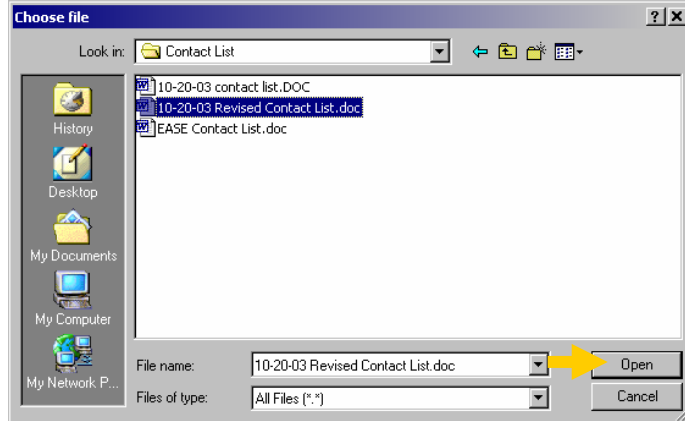
Choose **Upload** →



Choose **Browse...** →



Find the file to be uploaded,  
select the file,  
choose  



Select the Destination folder  
for the file 

Select 