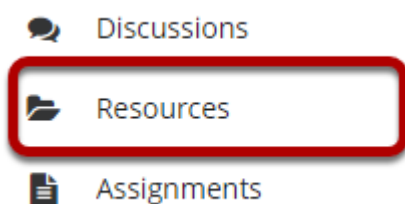


How do I allow all students to upload content to a selected folder?

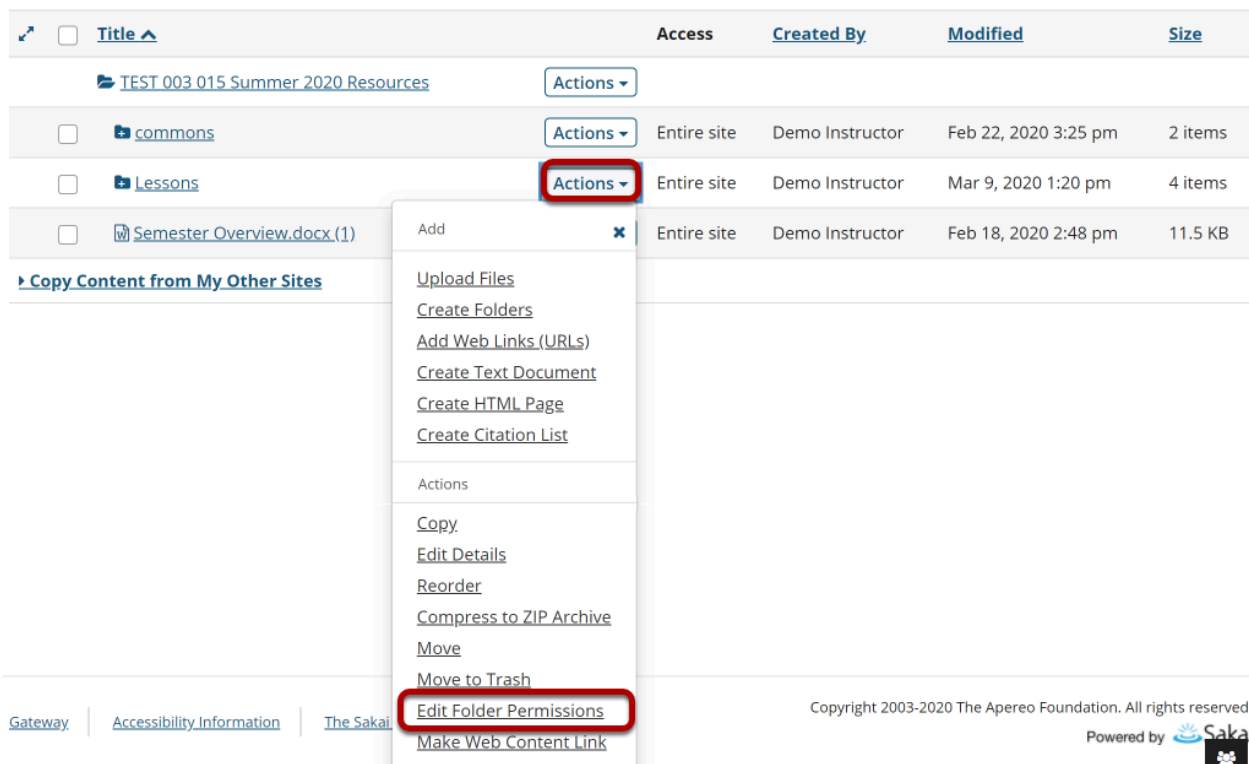
Instructors can allow all students to upload and edit files to a selected folder in Resources. Instructors must first create the folder. (See [How do I create folders?](#))

Go to Resources.



Select the **Resources** tool from the Tool Menu of your site.

Click Actions, and then select Edit Folder Permissions.

A screenshot of the Sakai Resources page. The page shows a table of resources with columns for Title, Access, Created By, Modified, and Size. The 'Lessons' folder is selected, and its 'Actions' dropdown menu is open. The 'Edit Folder Permissions' option is highlighted with a red box. The table contains the following data:

Title	Access	Created By	Modified	Size
TEST_003_015 Summer 2020 Resources				
commons	Entire site	Demo Instructor	Feb 22, 2020 3:25 pm	2 items
Lessons	Entire site	Demo Instructor	Mar 9, 2020 1:20 pm	4 items
Semester Overview.docx (1)	Entire site	Demo Instructor	Feb 18, 2020 2:48 pm	11.5 KB

To grant uploading permission to all students, to the right of the folder, from the **Actions** drop-down menu, select **Edit Folder Permissions**.

This displays the folder permissions dialog box.

Modify student permissions, and then click Save.

Permissions

Set permissions for resources in folder: Lessons

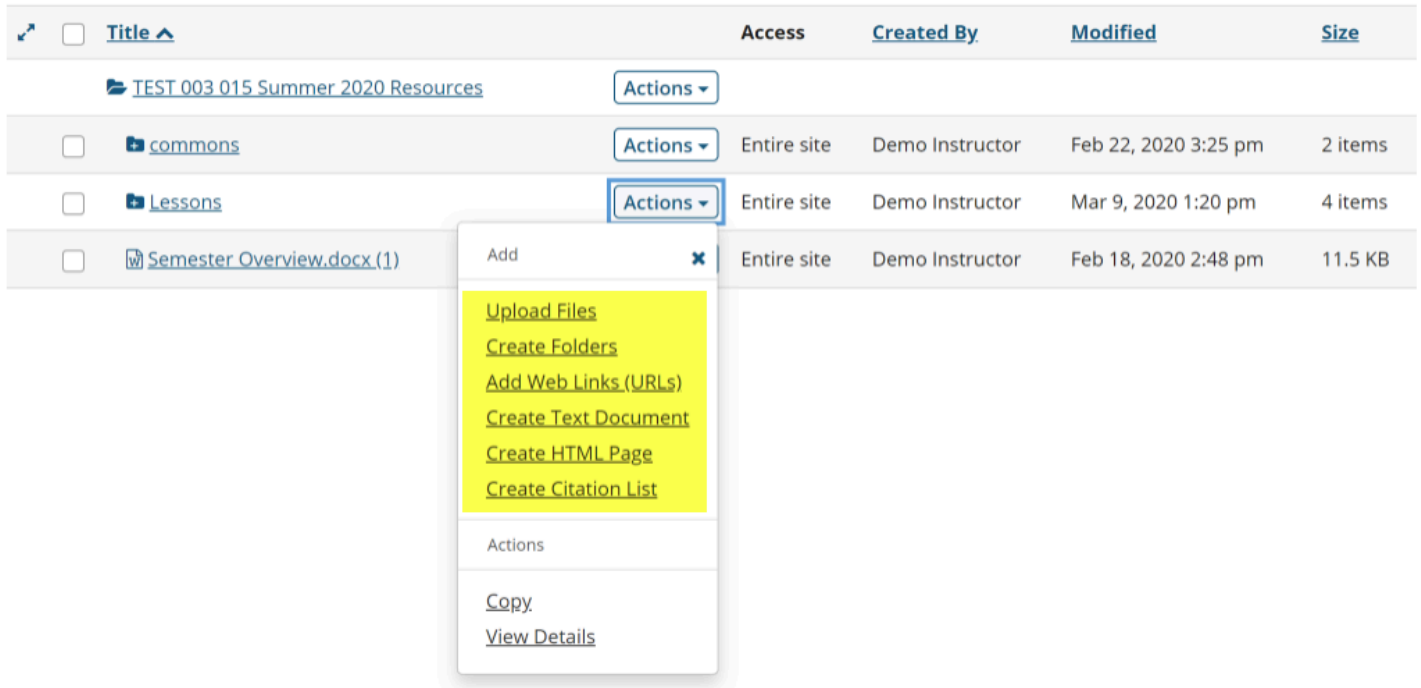
Undo changes

Permission	Instructor	Student	Teaching Assistant
Create resources	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Read resources	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Edit any resource	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Edit own resources	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Delete any resource	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Delete own resources	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Access/create group resources	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Read hidden resources	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

SAVE Cancel

In the student column, select **Create resources**, **Edit own resources**, and **Delete own resources**, and then click **Save**.

Students may now upload and edit items within the folder.



This allows the students to upload and edit content in the selected folder.

Students will have an "Add" section added to their **Actions** button displayed next to the folder.