



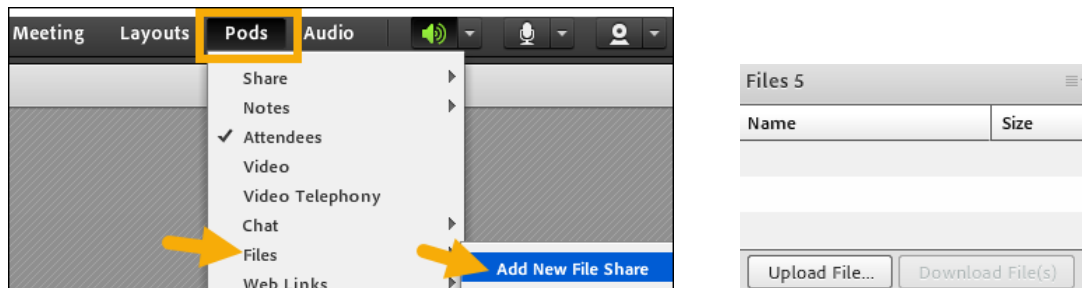
Browse Content in the e-CLASSES Portal

Contact North | Contact Nord has added a **Browse** icon to My Sessions and Past Sessions pages of the [e-CLASSES Adobe Connect Portal](#) where session **hosts** can provide content outside of the Adobe Connect web conference session.

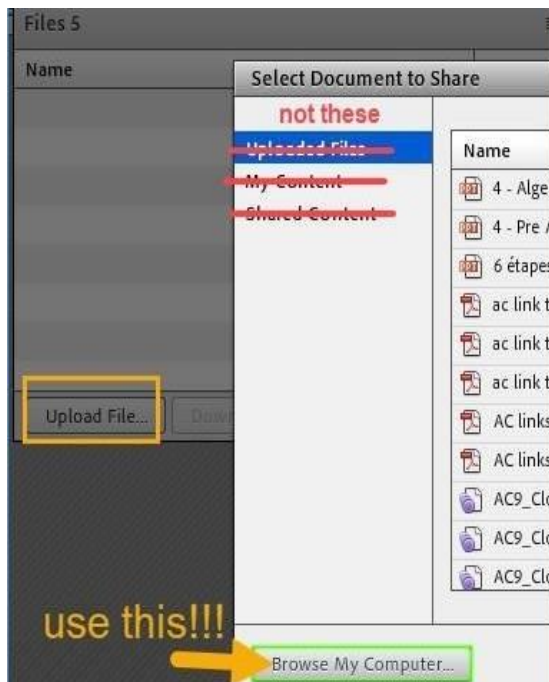
** File Pod content continues to show in Browse, even if in-session content is deleted.*

How to Have Content Show in **Browse** in the e-CLASSES Portal

As a host in an Adobe Connect session, open a **Files** pod:



Within the Files pod choose **Upload File**:



In the Select Document to Share window, ensure you click **Browse my Computer**



Choosing content from **Uploaded Files**, **My Content**, or **Shared Content** will **not** show in Browse in the portal

| Small Business Accounting - Sept 23... | |
|--|-------|
| Name | Size |
| Video Tutorials for Class 3.docx | 11 KB |
| The Accounting Equation.jpg | 26 KB |
| GST Rebate Schedule.pdf | 69 KB |

Upload File... Download File(s)

In the portal's My Sessions and Past Sessions Content column, the host, presenter, and enrolled participants will have the *Browse* icon:

The screenshot shows the 'My Sessions' page in the e-CLASSES portal. At the top, there are navigation tabs for 'My Sessions', 'Past Sessions', and 'My Recordings', along with a 'System Check' button. Below these, there's a search bar with 'small business' entered. The main table has columns for 'Name', 'Launch', 'Recordings', and 'Content'. The first row is for 'Small Business Accounting', with 'Attend' and 'List' buttons in the 'Launch' and 'Recordings' columns, and a 'Browse' button in the 'Content' column. A yellow arrow points to this 'Browse' button.

The content uploaded to the Files pod will show in *Browse*:

The screenshot shows the 'Uploaded Content for Small Business Accounting' page. At the top, there's a banner for 'e-CLASSES Adobe Connect' with the 'CONTACT NORTH' logo and 'Online Learning / Apprentissage en ligne'. Below the banner, there's a search bar and a table of uploaded files. The table has columns for 'Name', 'Date Modified', and 'Size'.

| Name | Date Modified | Size |
|----------------------------------|---------------------|----------|
| GST Rebate Schedule - pdf.pdf | Oct 1, 2019 8:59 AM | 69.16 KB |
| Video Tutorials for Class 3.docx | Oct 1, 2019 9:02 AM | 11.14 KB |
| The Accounting Equation.jpg | Oct 1, 2019 9:04 AM | 26.16 KB |



For additional Adobe Connect Meeting resources, please visit the Help page at <https://eclassesconnect.contactnorth.ca/help/host>

For technical assistance call the Contact North Helpdesk, Monday to Friday 7:30 am ET to 10:30 pm ET at **1-888-850-4628**.