

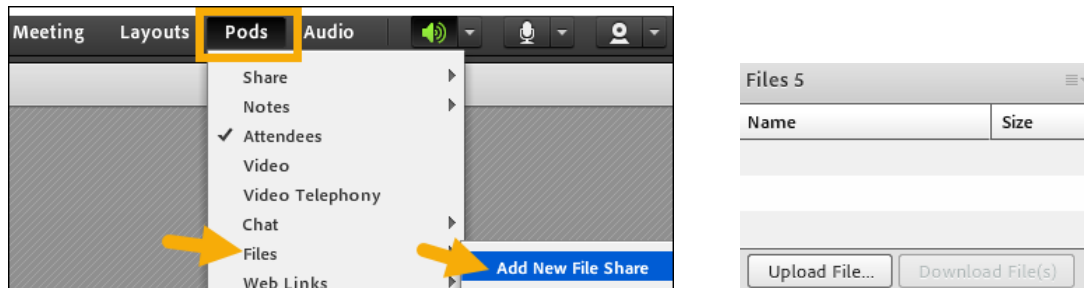
Browse Content in the e-Channel Portal

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

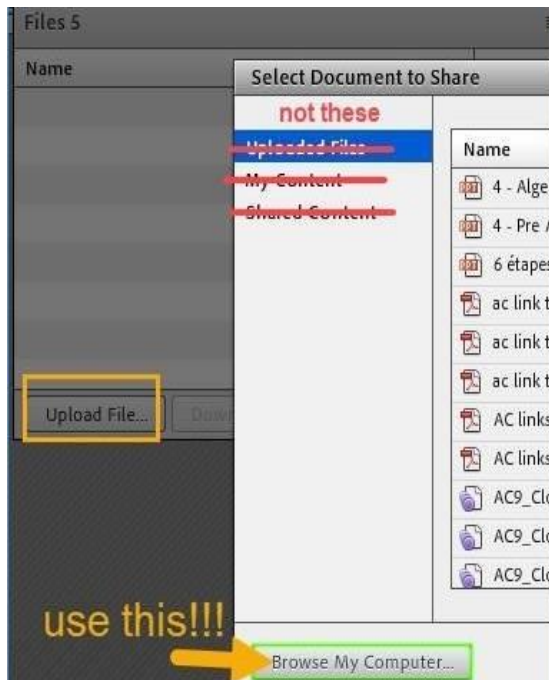
** File Pod content continues to show in Browse, even if in-session content is deleted.*

How to Have Content Show in *Browse* in the e-Channel 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

Buttons for 'Upload File...' and 'Download File(s)' are visible below the table.

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

The screenshot shows the 'My Sessions' page in the E-Channel portal. At the top, there is a navigation bar with 'e-Channel', 'Home', language options 'EN' and 'FR', the user name 'Lee Manion', and a 'Help' icon. Below the navigation bar, the page title 'My Sessions' is displayed, followed by tabs for 'My Sessions', 'Past Sessions', and 'My Recordings', and a 'System Check' button. The 'Sessions' section shows a search bar with 'small business' entered and a 'Show 10 entries' dropdown. A table lists sessions with columns for 'Name', 'Launch', 'Recordings', and 'Content'. The 'Small Business Accounting' session is listed, and the 'Content' column contains a 'Browse' icon, which is highlighted by a yellow arrow.

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

The screenshot shows the 'Uploaded Content for Small Business Accounting' page in the E-Channel portal. At the top, there is a banner with 'e-Channel' and '...an online literacy classroom and meeting space'. Below the banner, there is a navigation bar with 'e-Channel', 'Home', language options 'EN' and 'FR', and the user name 'Lee Manion'. The page title 'Uploaded Content for Small Business Accounting' is displayed, followed by a search bar and a 'Show 10 entries' dropdown. A table lists uploaded content files with 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://echannelconnect.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**.