

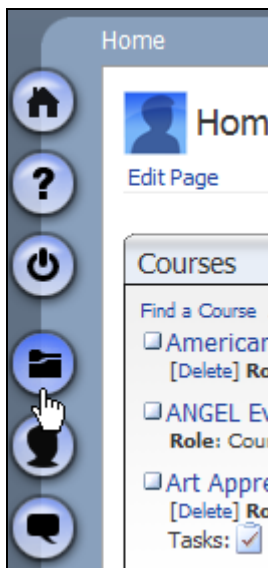
## How to Use a Learning Object Repository (LOR)

### How to Add Content to a LOR

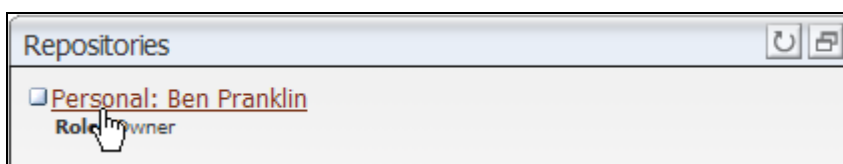
A repository is a storage area for html content pages, multimedia, and test banks that can be made available to students by linking to the content from inside a course or copying the items to the course. Repository content needs to be organized. You can accomplish this by adding folders and then adding pages and multimedia items inside the folders. You can organize the folders inside a repository in the same order they appear inside a course shell.

Repositories can be set up for personal use and ANGEL provides a personal repository for each user. Repositories can also be set up to hold teaching materials for master courses or specific individual courses. Departments can also set up repositories that can hold teaching materials for multiple courses within the department.

1. Click the **Learning Object Repository** icon in the Power Strip.



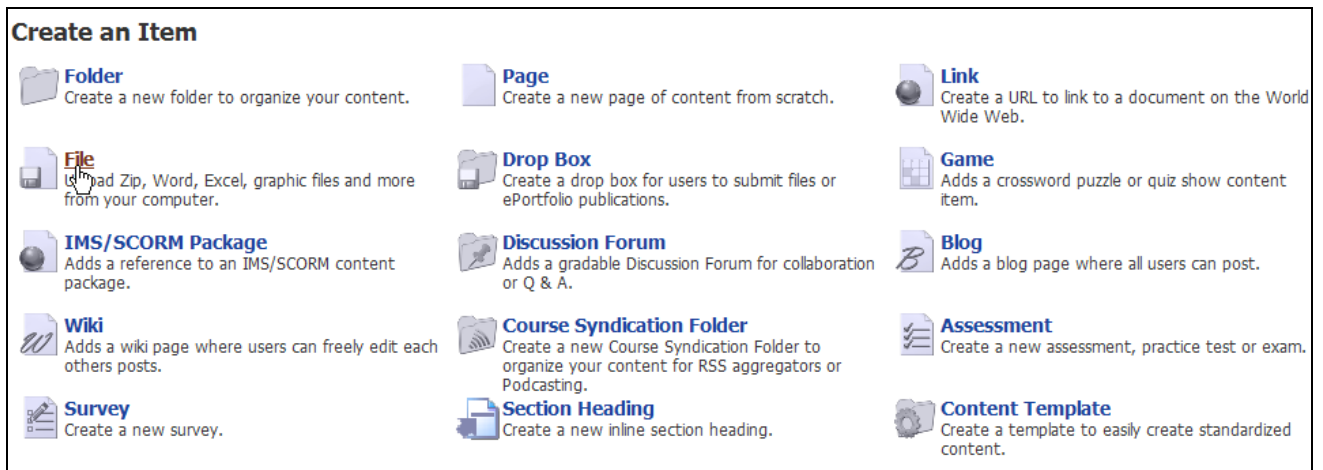
2. Click the **Personal** link to open your LOR.



3. Click **Add Content**.



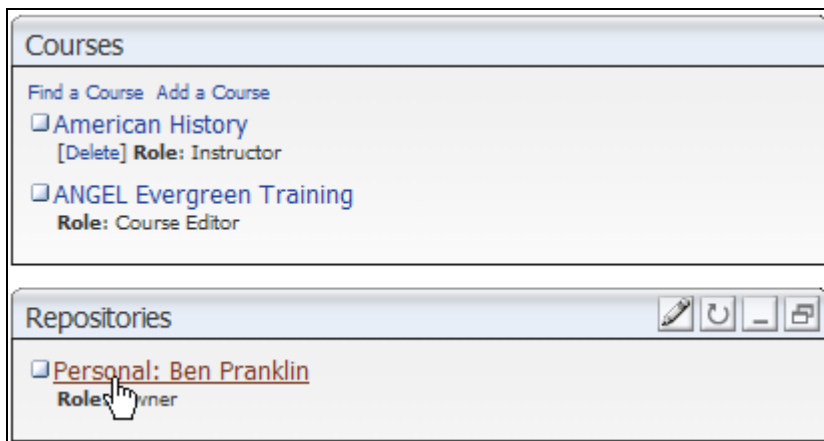
4. Select the **type of content** to add. You can **create folders** and **add pages** inside the folders. You can also **upload files**. However, you should not add graded items such as drop boxes and discussion forums in a repository, as these items need to be associated with the course gradebook. Add these items directly into the course shell so that students' grades will automatically move to the course gradebook.



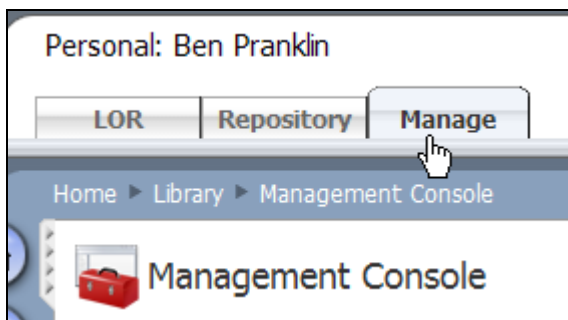
5. Repeat the steps to add other content items.

## How to Associate Your Personal LOR with a Course

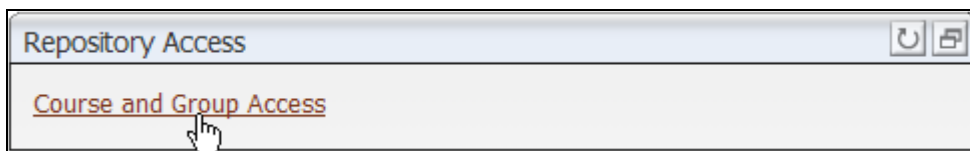
6. Open your **Learning Object Repository** on your ANGEL home page.



7. Click the **Manage** tab.



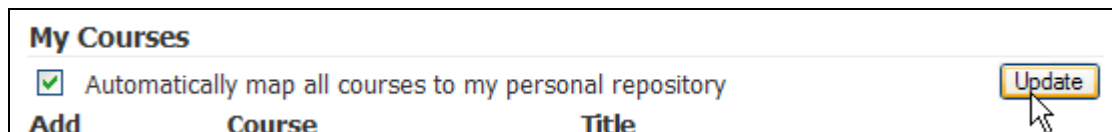
8. Click **Course and Group Access**.



9. Click on the **My Courses** link on the right.

10. Select a **repository association** option.

- To automatically map all of your courses to your repository, select **Automatically map all courses to my personal repository** and click **Update**.



- To select individual courses, select the course(s) from the list and click **Add selected**.

Add	Course	Title
<input checked="" type="checkbox"/>	DEMO-sinclair_1	American History

[Add Selected](#)

11. Click **Exit**.

Remove	Type	Id	Title
<input type="checkbox"/>	Course	DEMO-sinclair_1	American History

[Remove Selected](#)

[Exit](#)

## How to Add Content from a LOR to a Course

12. Click the **Lessons** tab.

13. Click **Add Content**.

 **Revolution & The New Nation**

[Add Content](#) [Rearrange](#) [Settings](#) [Reports](#) [Utilities](#) [Delete](#)

14. Select **Import from Learning Object Repository**.

**More Options**

 **Survey**  
Create a new survey.

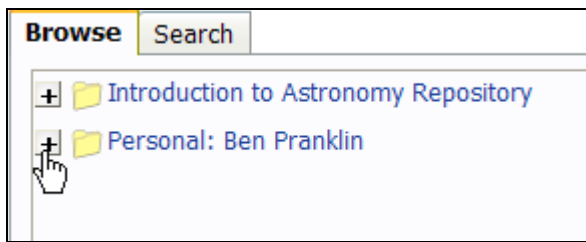
 **Section Heading**  
Create a new inline section heading.

 **Copy Items**  
Create a duplicate of an existing folder or item.

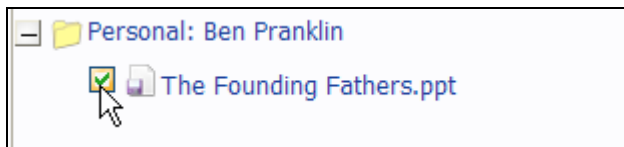
 **Import from Learning Object Repository**  
Copy link to items in the Learning Object Repository

 **Import from a Course or Group**  
Copy items from any other course or group in which you are an editor

15. **Expand** your Learning Object Repository to see all of the content.





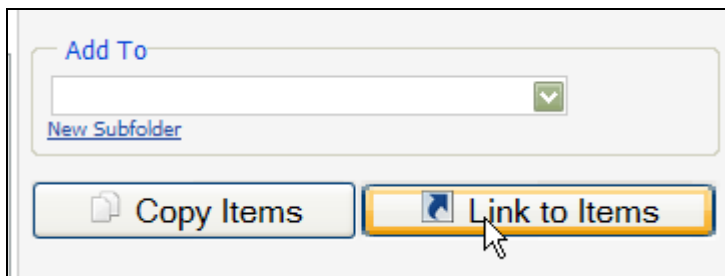
16. Select the checkbox for the item(s) to import.



17. Choose to **link or copy** the item.

**Note:** The preference is to **link the pages** so that you can go into the repository and edit a page at any time and the changes will immediately take effect in all course shells that are associated with the repository. (You only have to make the change once.)

- **Linked copy**  consists of html pages (text pages) that can only be edited inside the repository by the owner of the repository or others who have been course editor rights. Linked copy can also be multimedia files that are stored in the repository.
- **Copied content**  consists of copies of the html pages in the repository. With this option you can edit the item inside your course; however, if you change the item in the LOR, the change *will not* automatically apply to the copy.



18. Click **Done**.