

## Instructions to Access and View the Downstream Processing e-Learning Object

**File:** 1.14 Downstream Processing eLearning SCORM package    **File Type:** Compressed SCORM file

### I. Important: Detailed below are instructions to access and view the learning object in a Learning Management System (LMS) such as Blackboard:

- 1) Log into the LMS and create a 'Course' to warehouse the SCORM
- 2) Click on the course menu option where you want to add the SCORM (ex. Course Materials)
- 3) Click Build Content
- 4) Click Content Package (SCORM)
- 5) Click Browse My Computer and locate the SCORM .zip file
- 6) Click on the .zip and then click Open
- 7) Click Submit to build the package
- 8) Choose the settings you want
  - 1.1 Change the title and add a description
  - 2.1 Click Yes for 'Make SCORM Available'
  - 3.1 Choose the number of attempts (Single, Unlimited, or Number of Attempts)
  - 4.1 Limit Availability - Display After/Display Until dates and times
  - 5.1 Track number of Views
  - 6.1 Grading the SCORM
    - a) No Grading or Grade (if Grade, enter point value, and choose SCORM Score, Completion, or Satisfaction)
    - b) Add a Due Date
    - c) Grade SCOS - leave No
    - d) Grade Timing - select 'When SCORM is completed, display score in Grade Center'
- 9) Click Submit
- 10) Open/click on the object and it will launch automatically in a separate window.  
Select/click on module to begin the learning activities. Enjoy!



### Additional notes for using the learning Object in your Learning Management System (LMS)

- 1) ZIP FILE: A zip contains one or more files that have been compressed for storage and delivery.
- 2) The zip contains the interactive 'Learning Object' plus all the dependent files (CSS style sheets, JavaScript, and media files) for viewing the content online.
- 3) In order to use these files in your LMS, be sure to build the object within the folder construct to ensure all of the supporting files can be accessed. *In you experience difficulty or require additional information on how to do this in your own LMS, please contact your LMS administrator.*