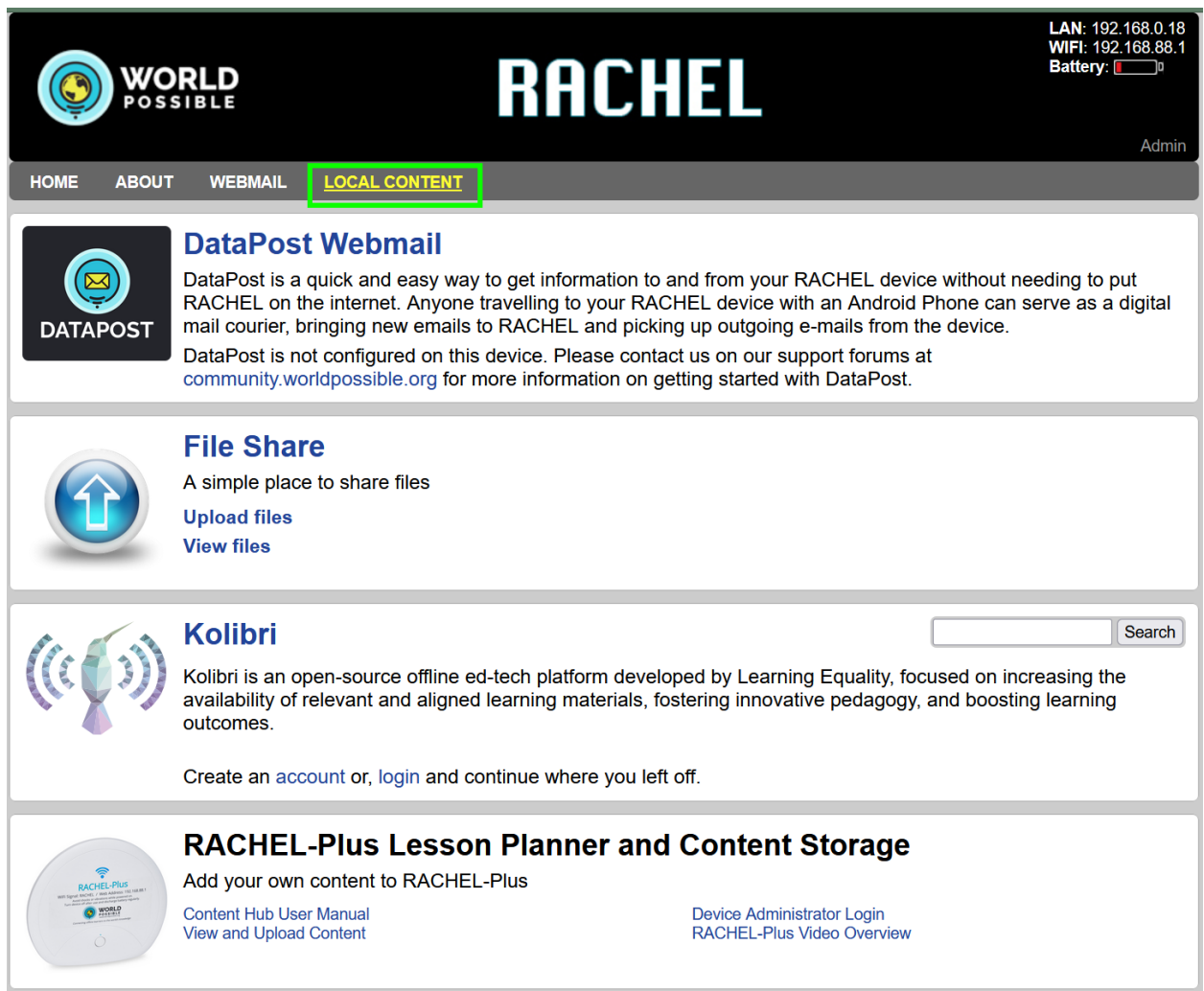# Uploading Local Content to RACHEL
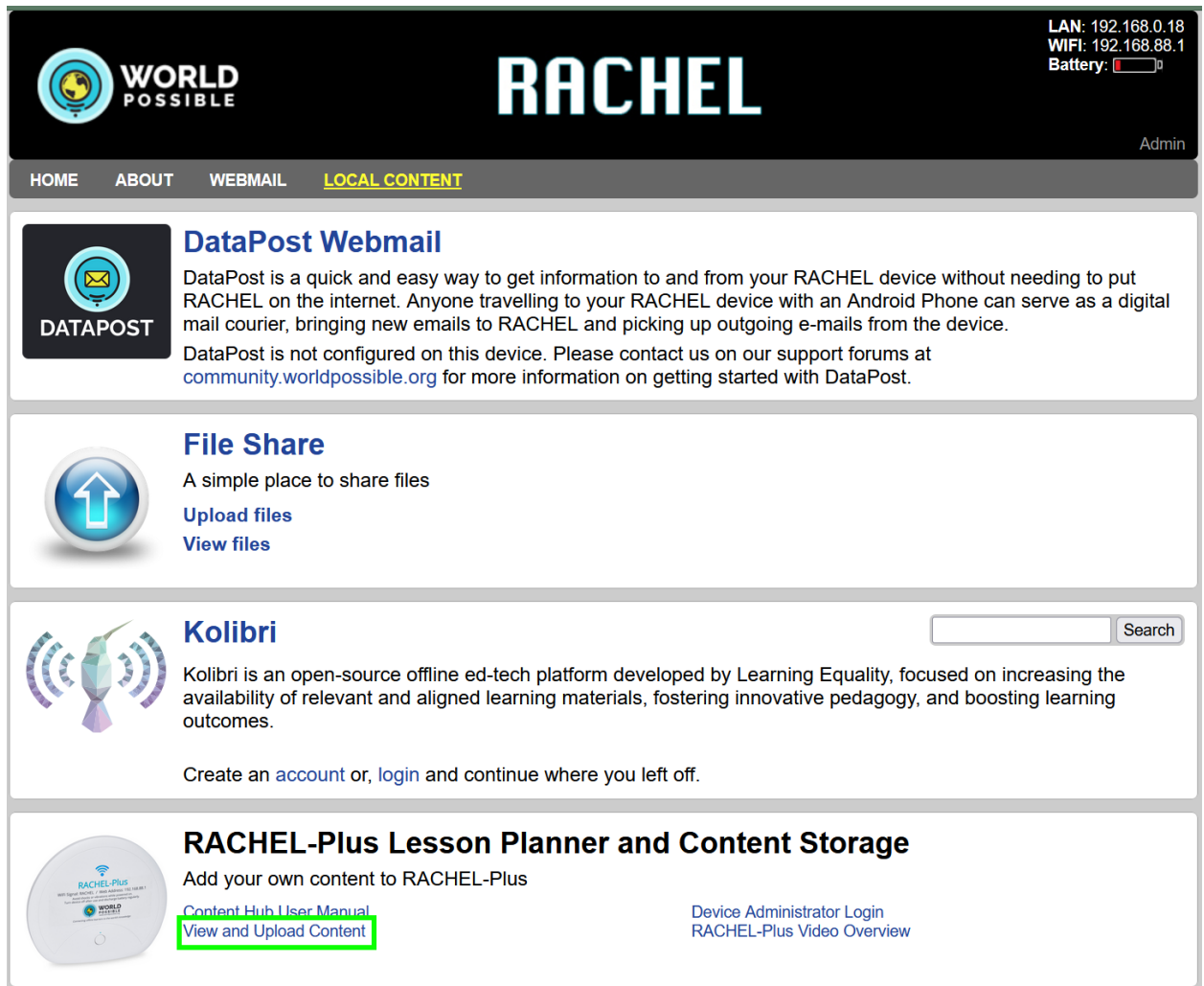
This guide will walk you through adding your own local content to your RACHEL device using the Local Content (Content Hub) software

1. Navigate to the RACHEL home page
2. Click the "Local Content" link

3. You can also click "View and Upload Content" on the "RACHEL-Plus Lesson Planner and Content Storage" module
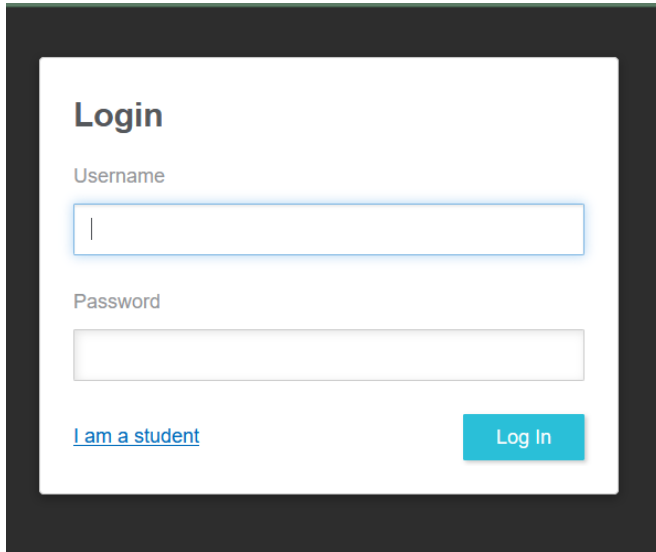
LAN: 192.168.0.18
WIFI: 192.168.88.1
Battery:

WORLD POSSIBLE

RACHEL

Admin

HOME   ABOUT   WEBMAIL   LOCAL CONTENT

DataPost Webmail

DataPost is a quick and easy way to get information to and from your RACHEL device without needing to put RACHEL on the internet. Anyone travelling to your RACHEL device with an Android Phone can serve as a digital mail courier, bringing new emails to RACHEL and picking up outgoing e-mails from the device.

DataPost is not configured on this device. Please contact us on our support forums at community.worldpossible.org for more information on getting started with DataPost.

File Share

A simple place to share files

Upload files
View files

Kolibri   Search

Kolibri is an open-source offline ed-tech platform developed by Learning Equality, focused on increasing the availability of relevant and aligned learning materials, fostering innovative pedagogy, and boosting learning outcomes.

Create an account or, login and continue where you left off.

RACHEL-Plus Lesson Planner and Content Storage

Add your own content to RACHEL-Plus

Content Hub User Manual   Device Administrator Login
View and Upload Content   RACHEL-Plus Video Overview

4. On the main page of Content Hub click "Login"

Content Hub
Lesson Planner
                                                    Help   Login

Home   Lessons   Library   Search Library...

Featured Lessons   View all lessons

5. Enter the admin username and password, then click "Log In".
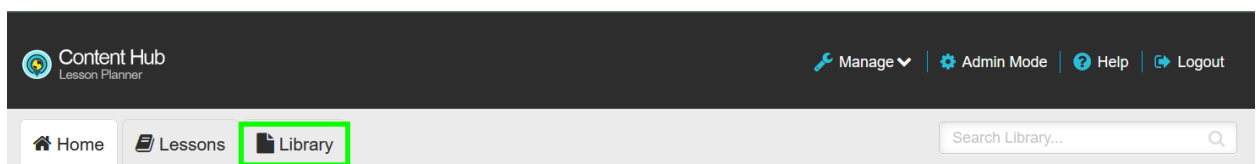   The default login/password is admin/Rachel+1

6. On the next screen click "Teacher Mode"
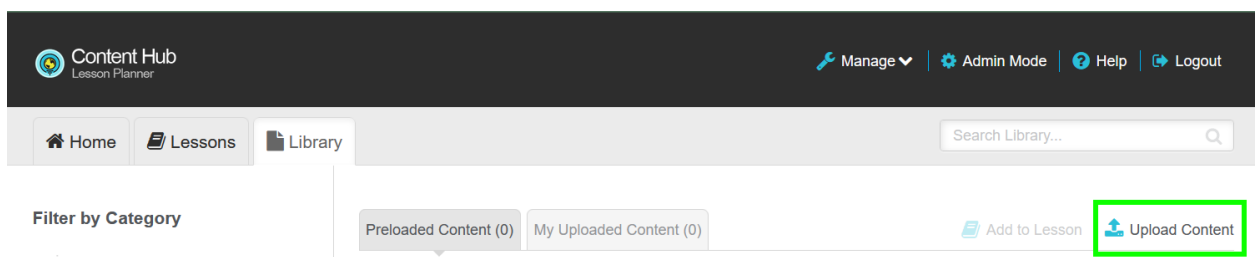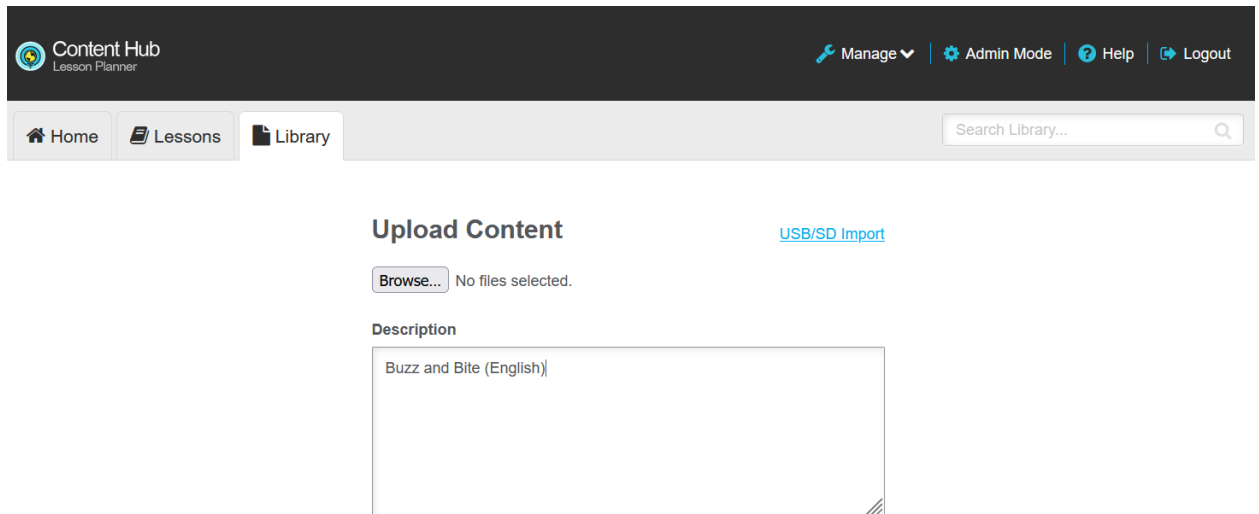

7. Click the "Library" button

8. Click "Upload Content"

9. On this screen you can upload multiple files at once. These files will all have the same Description. You can also add tags which helps identify the type of file you are uploading
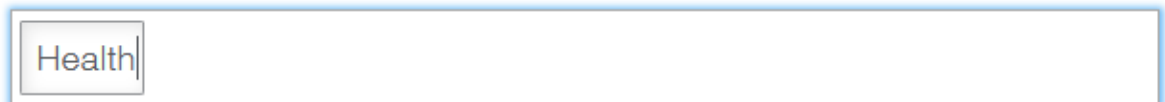
10. Enter a description for your content

11. To add tags for your content click on the tags input bar and type a word
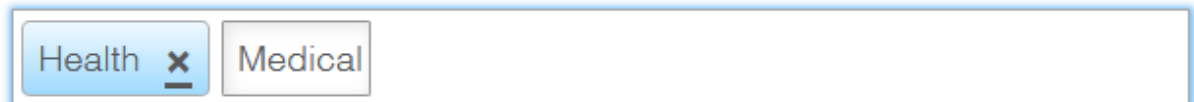
12. When you press enter it will save the tag. A saved tag will turn blue. You can now add another tag

13. When you have finished adding your description and tags, click "browse"

14. Select all of the files you want to upload. For example, if your description is "Buzz and Bite (English)", select all English Buzz and Bite videos, then click "Open"
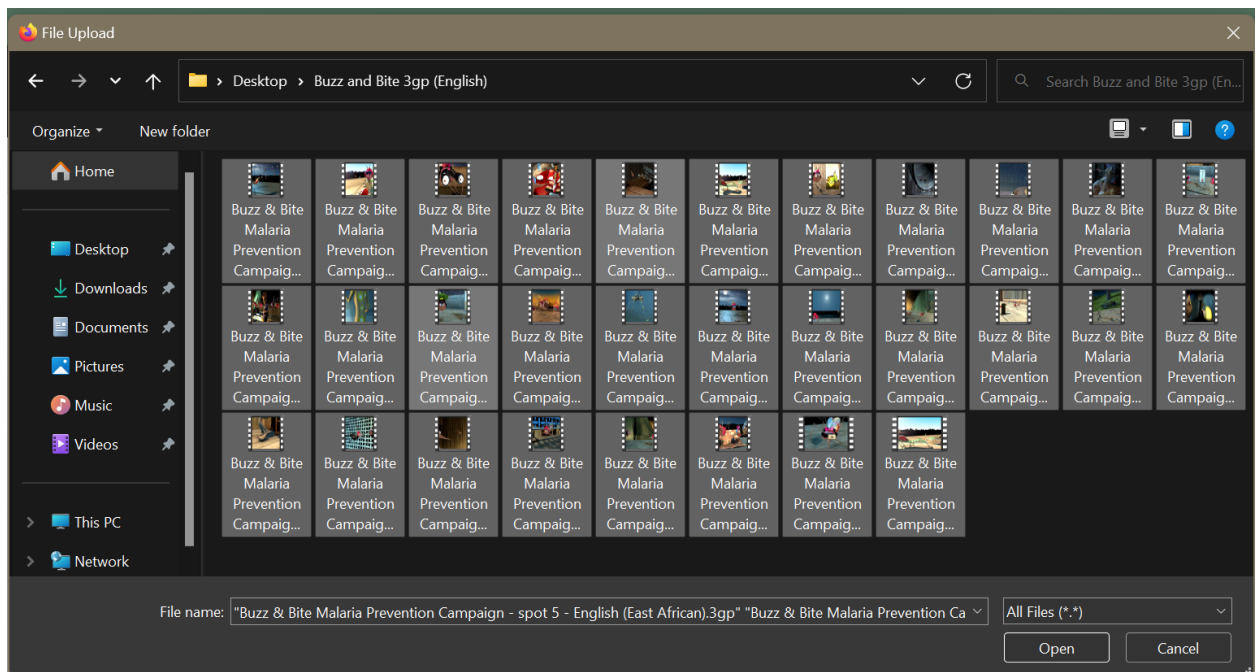
15. You will now see a list of all your selected files. Next to "browse" you should see the number of files you selected

16. Scroll down to the bottom of the page where you will see the description and tags you entered
17. Click "Upload"

18. Your files will now start uploading. Wait while the "Please Wait" notification is showing

19. When uploading is finished, you will see "successfully uploaded" notifications for each file

20. Your items have now been uploaded. You will now be on the Library page viewing "My Uploaded Items"
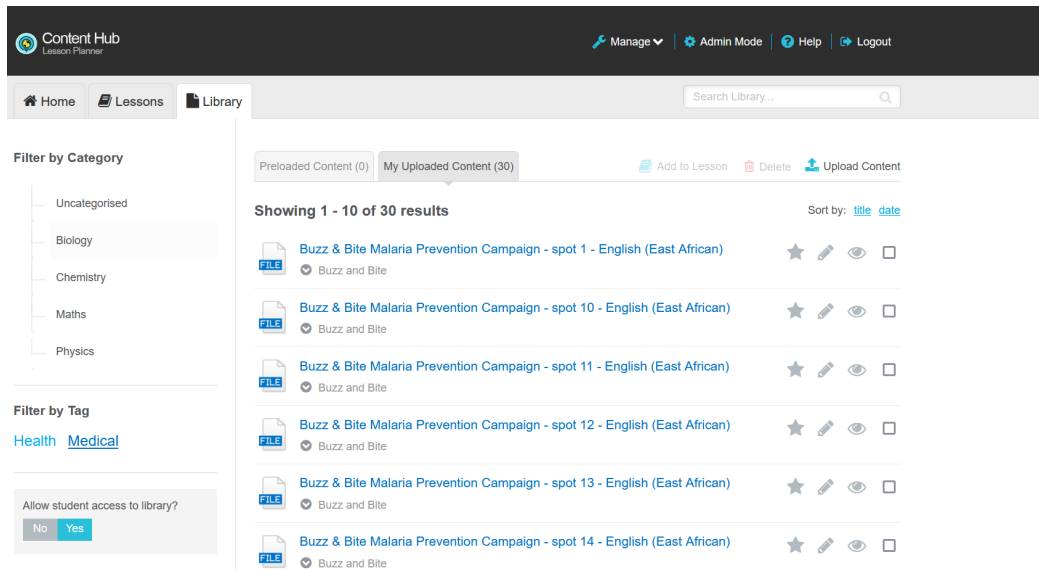
21. To add your file to "Featured Content" click the star next to the file

22. The file will now be featured on the main page

23. To edit information about your uploaded file click the pencil icon next to the file
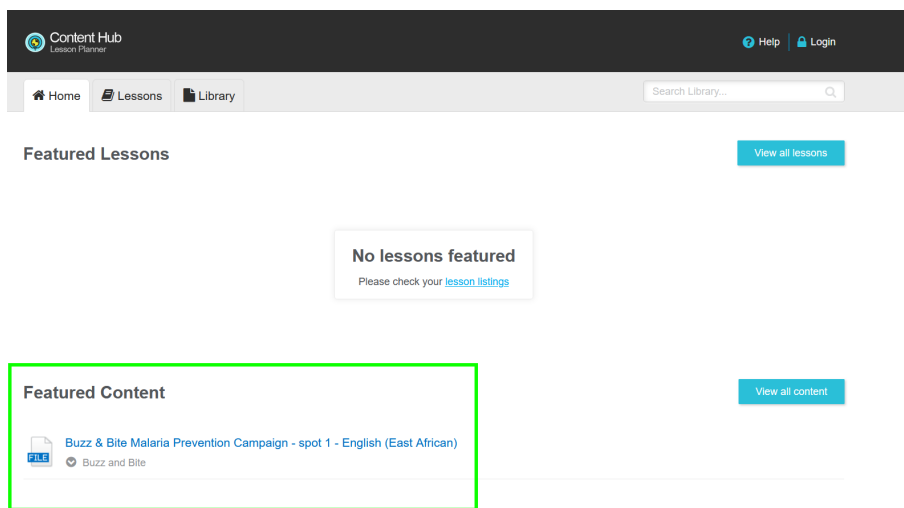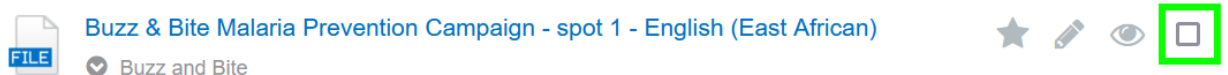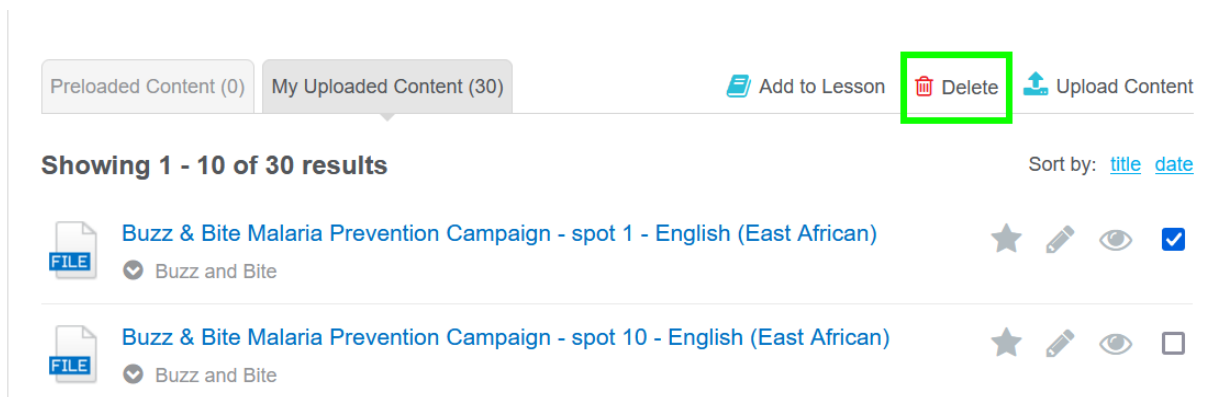

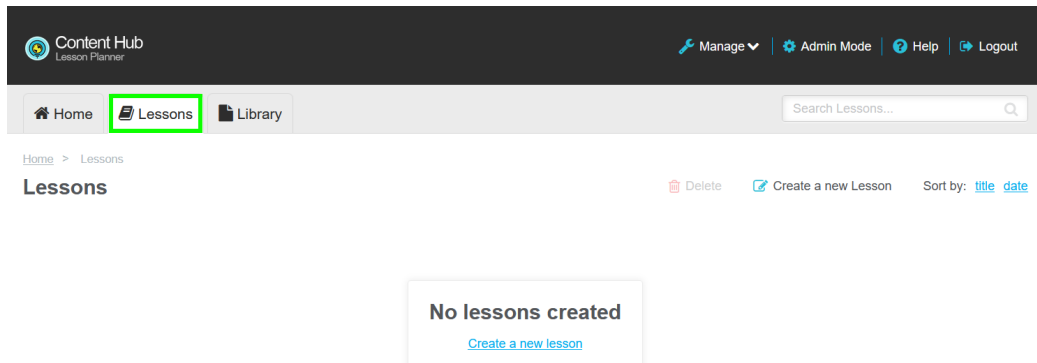24. To hide a file from users click the eye icon next to the file

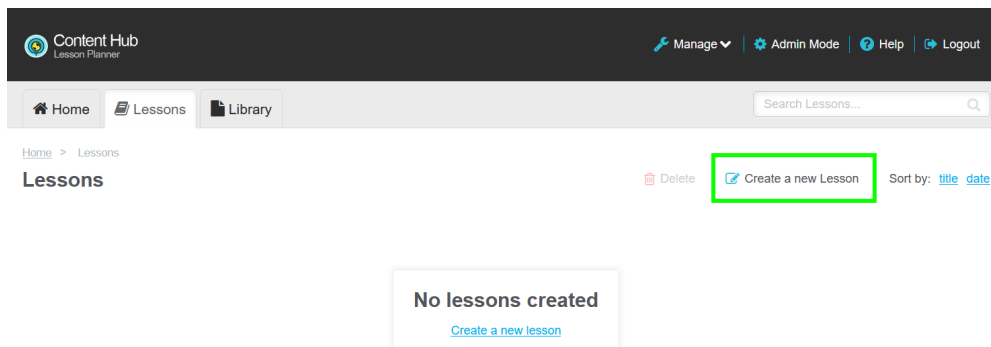25. To delete a file click the checkbox next to it

26. Then click the delete button at the top

27. To add a new Lesson, click the "Lessons" button

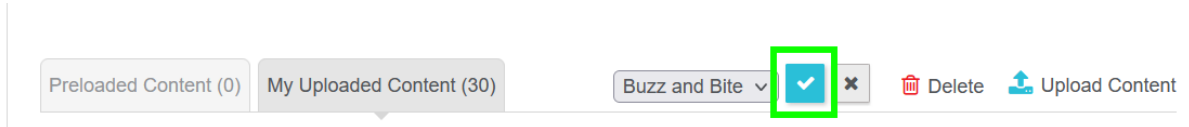28. Click "Create a new Lesson"

29. Enter a name for your lesson, then click "Create"

30. To add files to your lesson select the files on the "My Uploaded Content" screen, then click "Add to Lesson"

31. Select the lesson you want to add the files to

32. With your Lesson selected, click the checkmark button

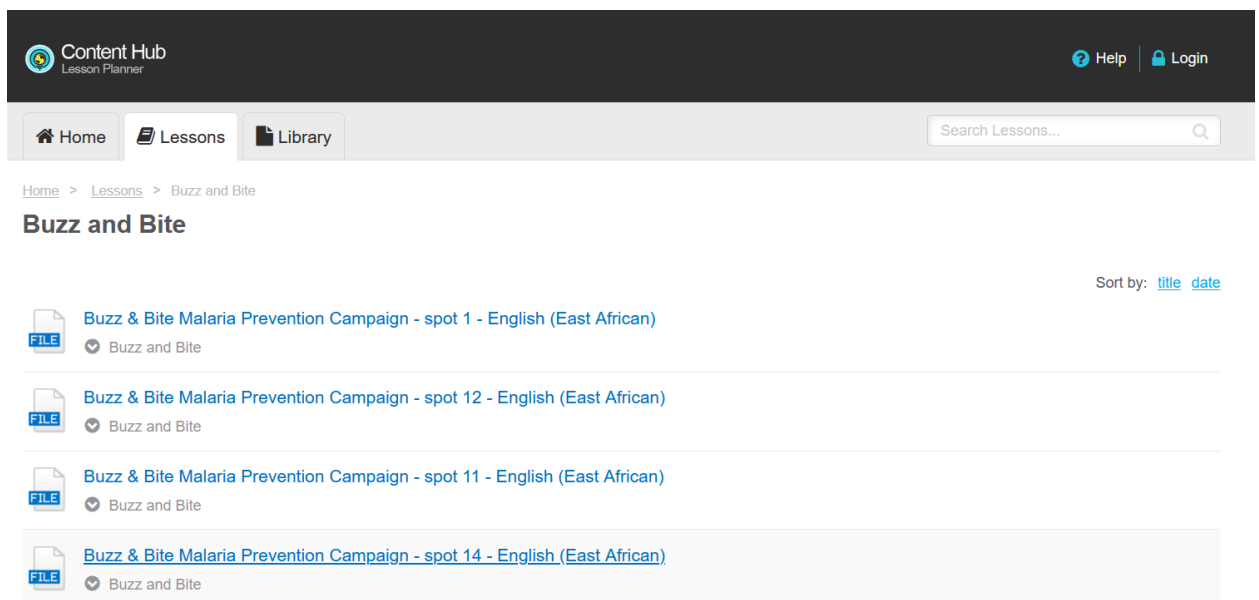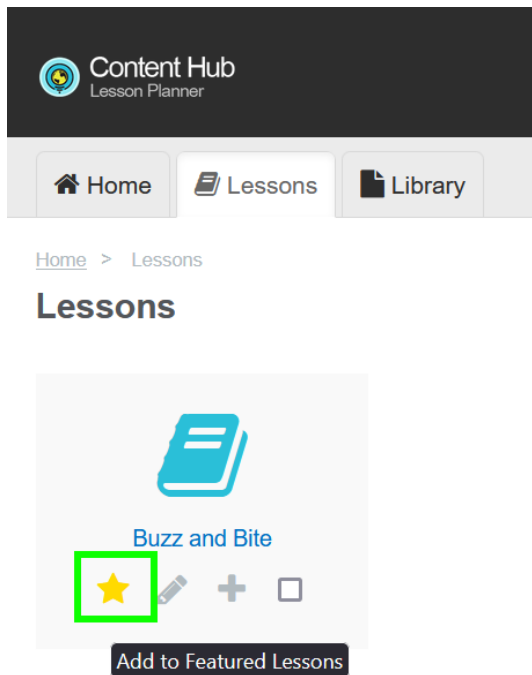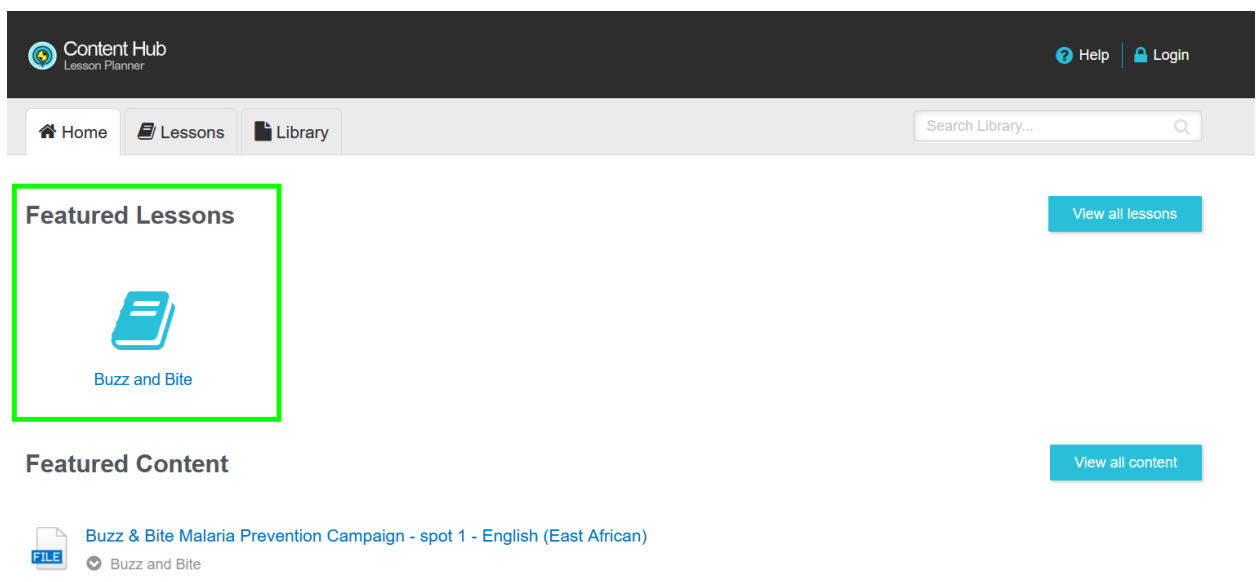33. On the Lessons page click your lesson
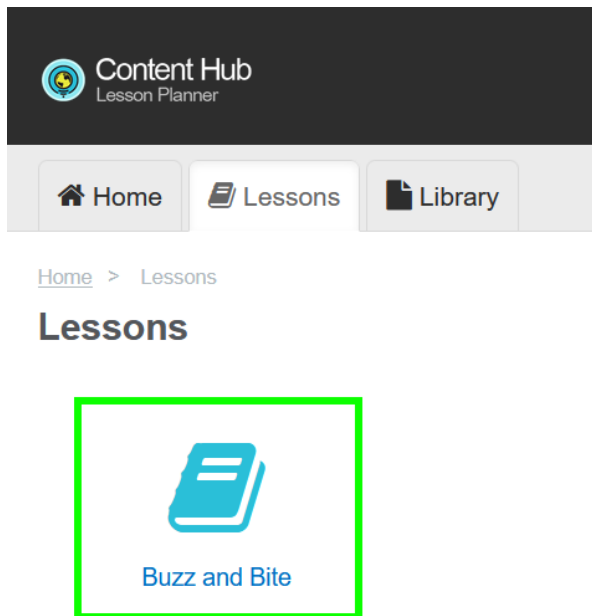
34. You will now see the files added to your lesson

35. To feature your lesson on the main page for users, click
    the start button under your lesson

36. The lesson is now featured on the main page

37. Users can view the Home page with featured lessons, Lessons, or the file library

38. To enable or disable the file library for users, click yes or no under "Allow student access to library?"