How to Add a SCORM Package to a Course Shell

To create your own courses on the WLC, you'll need to email learning@wellsky.com and ask them to release however many course shells you need to build your own courses. The support desk will reply letting you know when the shells have been created and their titles.

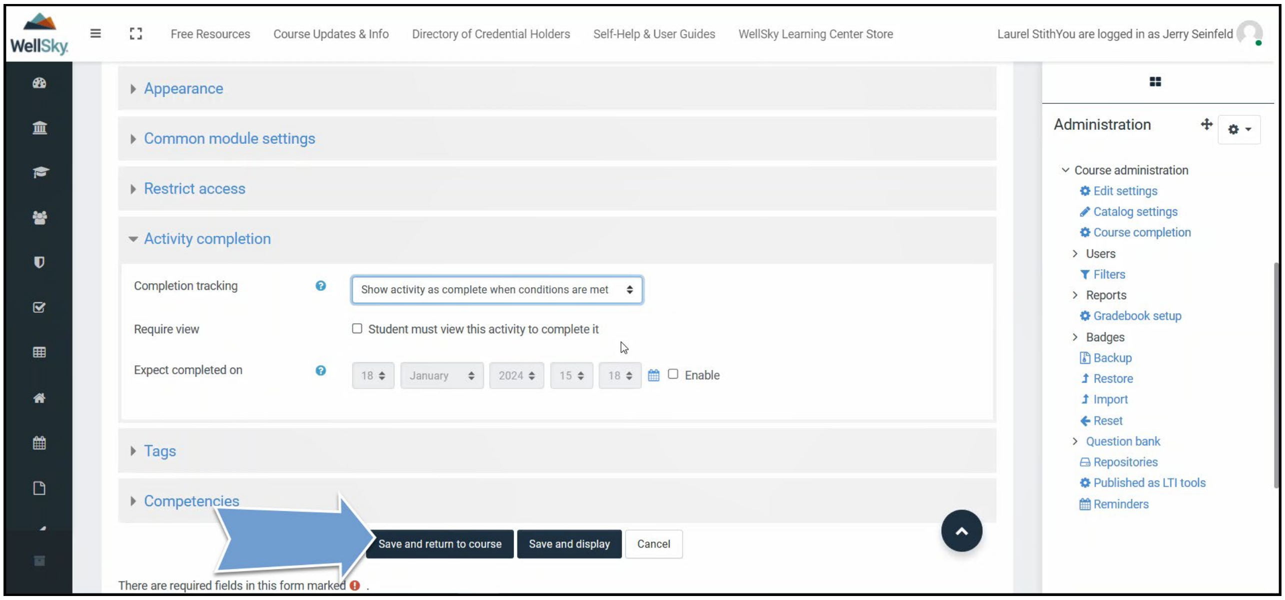
In this handout, we'll cover how to add a file, URL, SCORM package, and quiz to a course shell. You don't have to add all these items to your course. This handout concentrates on these items because these are the item types we've seen most frequently used.

1) Click *Add an activity or resource*.
2) Click the *SCORM package* tile.
3) Give your file a name.
4) Give your file a brief description.
5) Drag and drop your zipped SCORM file into the upload box.
6) Under the *Activity completion* section, change the *Completion tracking* field to *Show activity as complete when conditions are met*.
7) Click the checkbox next to *Student must view this activity to complete it*.
8) Click the checkbox next to the option *Student must receive a grade to complete this activity*.
9) In the *Require status*, make sure *Passed*, *Completed*, and *Require all scos to return completion status are selected*.
10) Click the option to *Save and return to course*.
11) If this is the only item you want to add to your course, click the button to *Turn editing off*.
12) You are now ready to enroll your users.

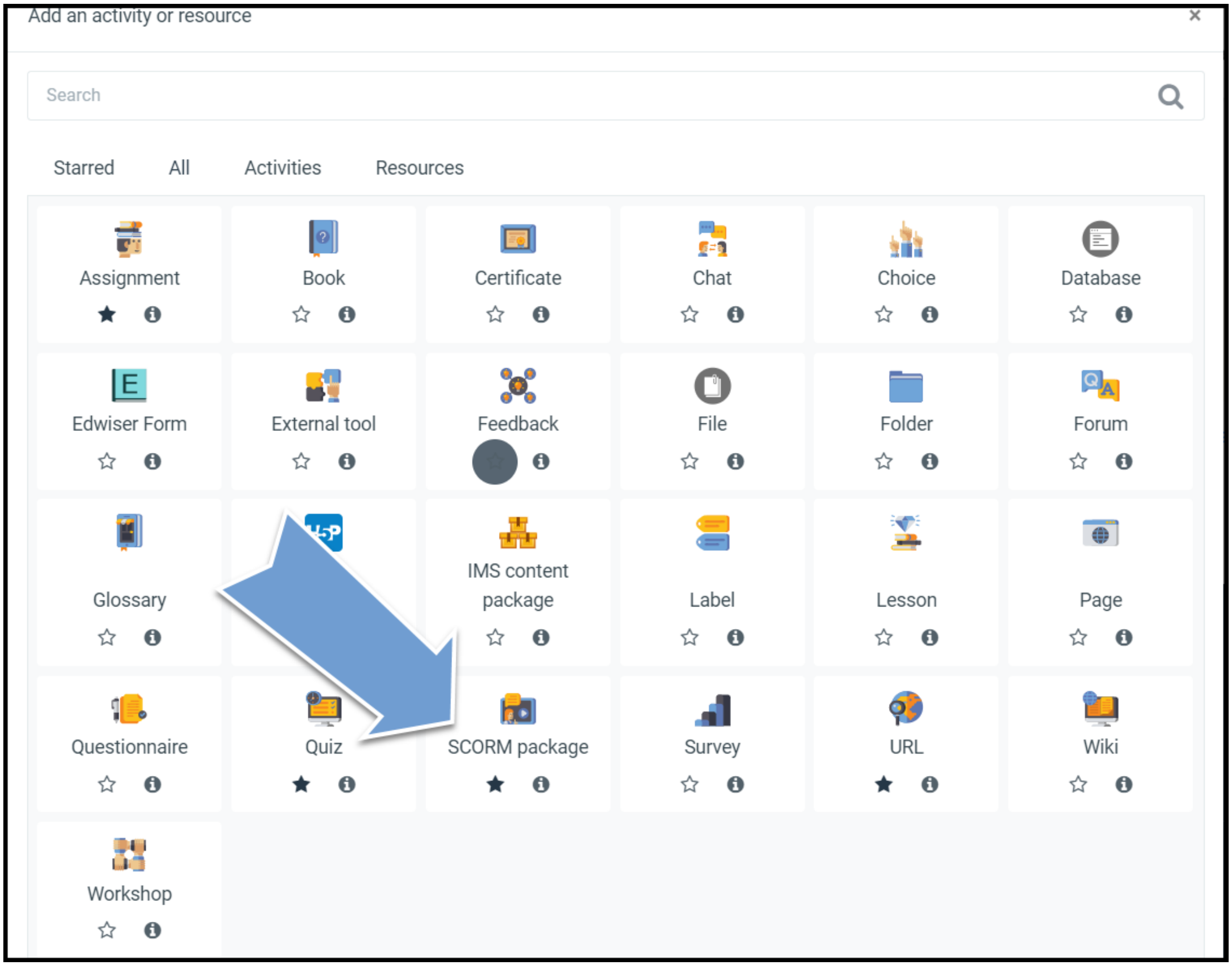
The next few pages show the above instructions along with screenshots showing where to click in each step.

How to Add a SCORM Package to a Course Shell (Screenshot Instructions)

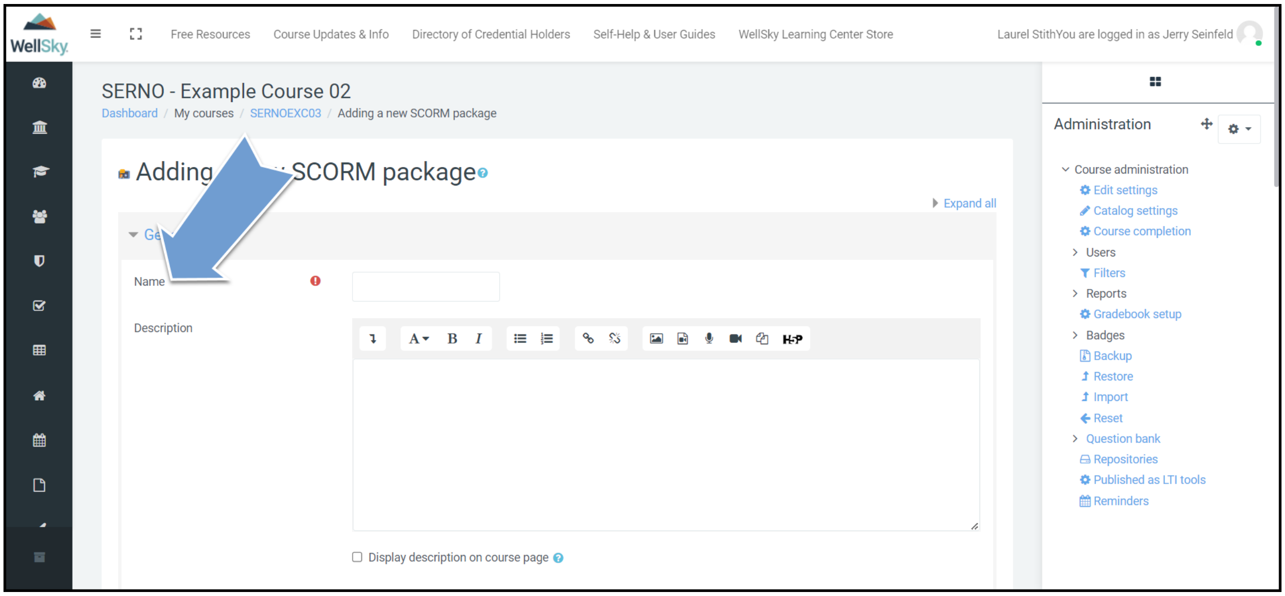
1) Click *Add an activity or resource*.



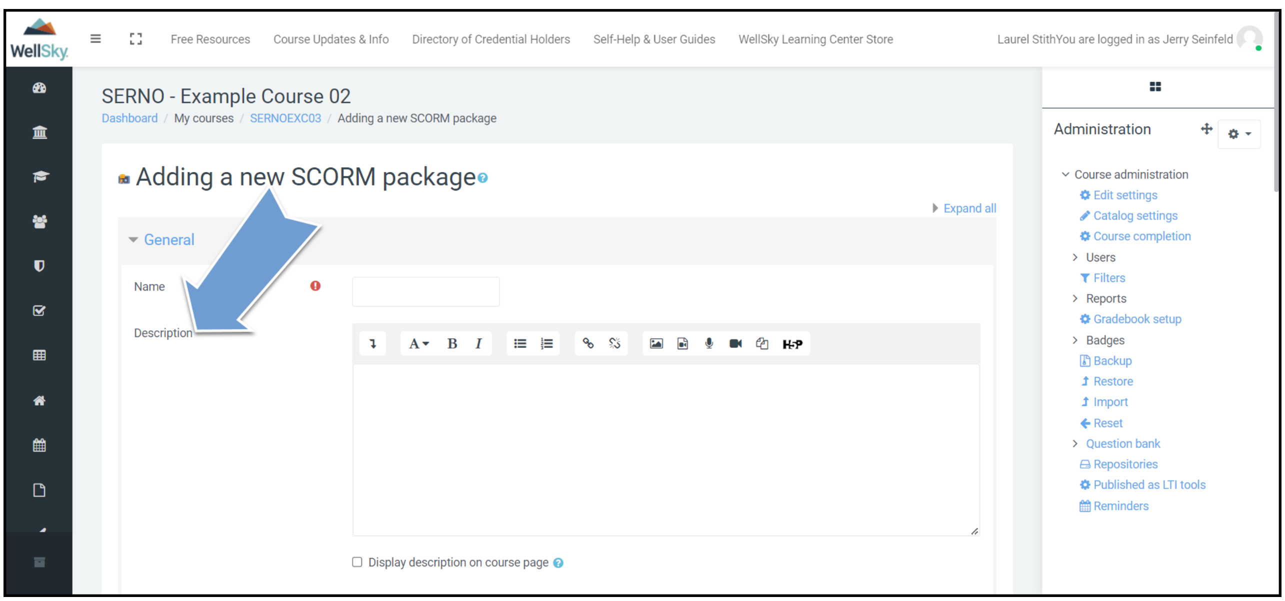
2) Click the *SCORM package* tile.



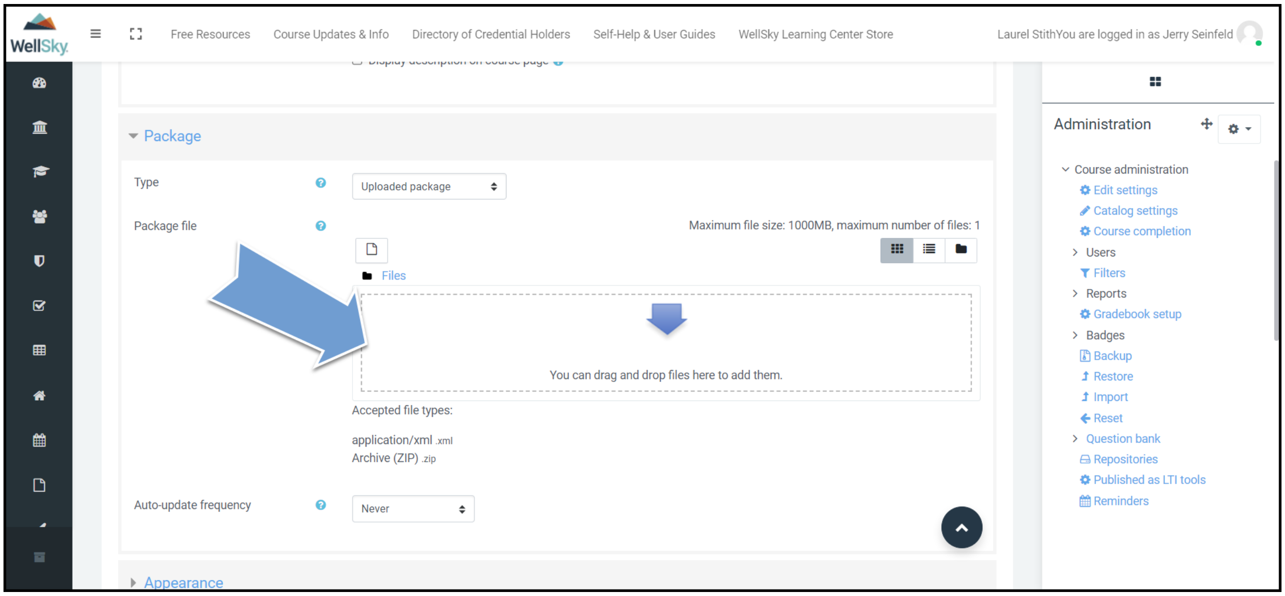
3) Give your file a name.



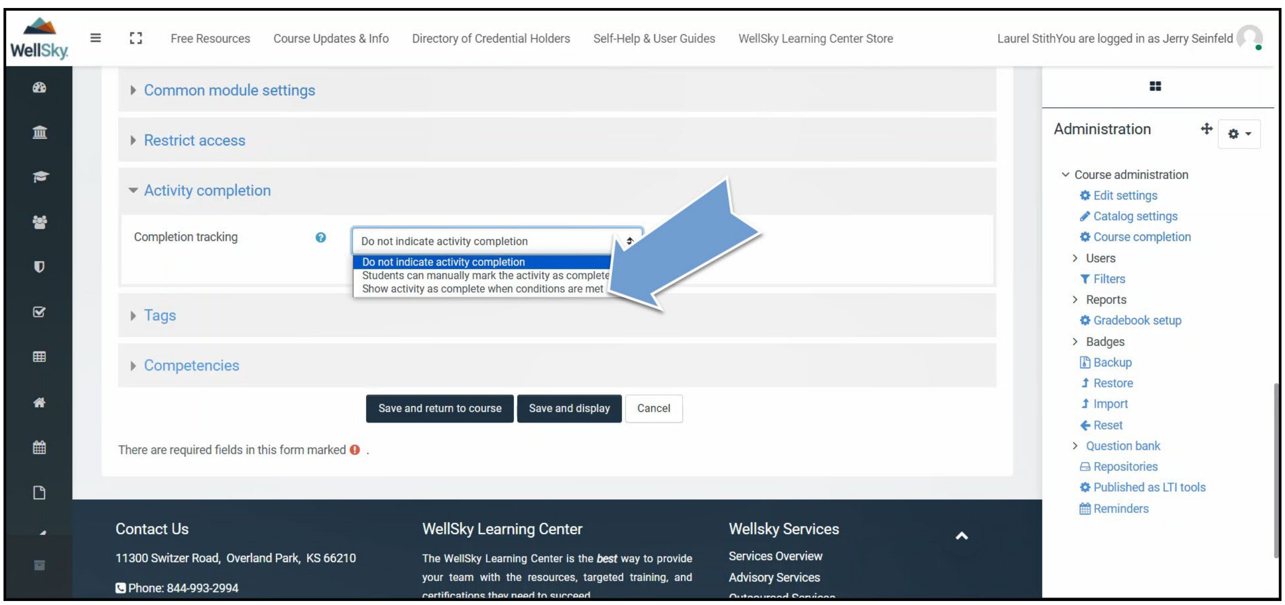
4) Give your file a brief description.



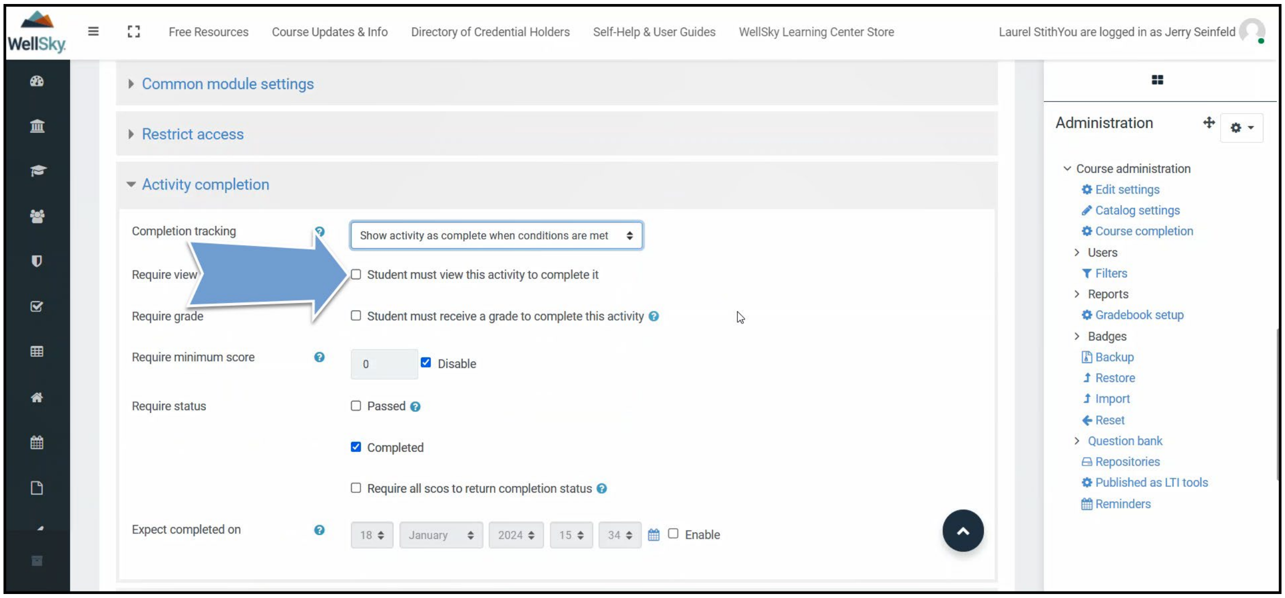
5) Drag and drop your zipped SCORM file into the upload box.



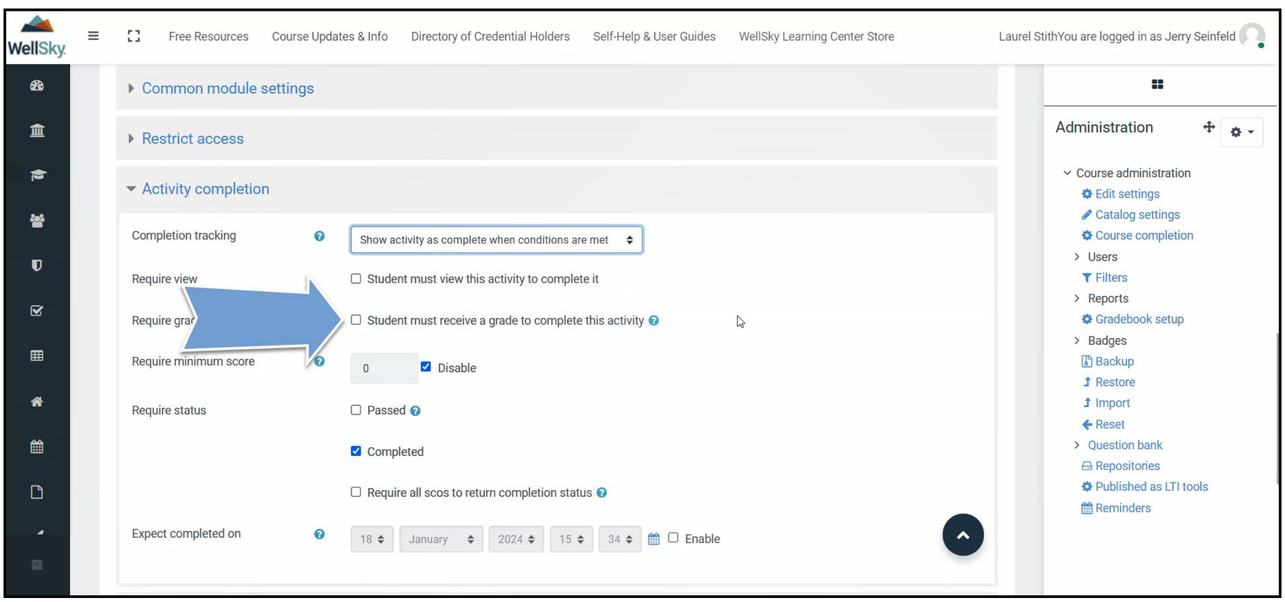
6) Under *Activity completion*, change the *Completion tracking* field to *Show activity as complete when conditions are met*.



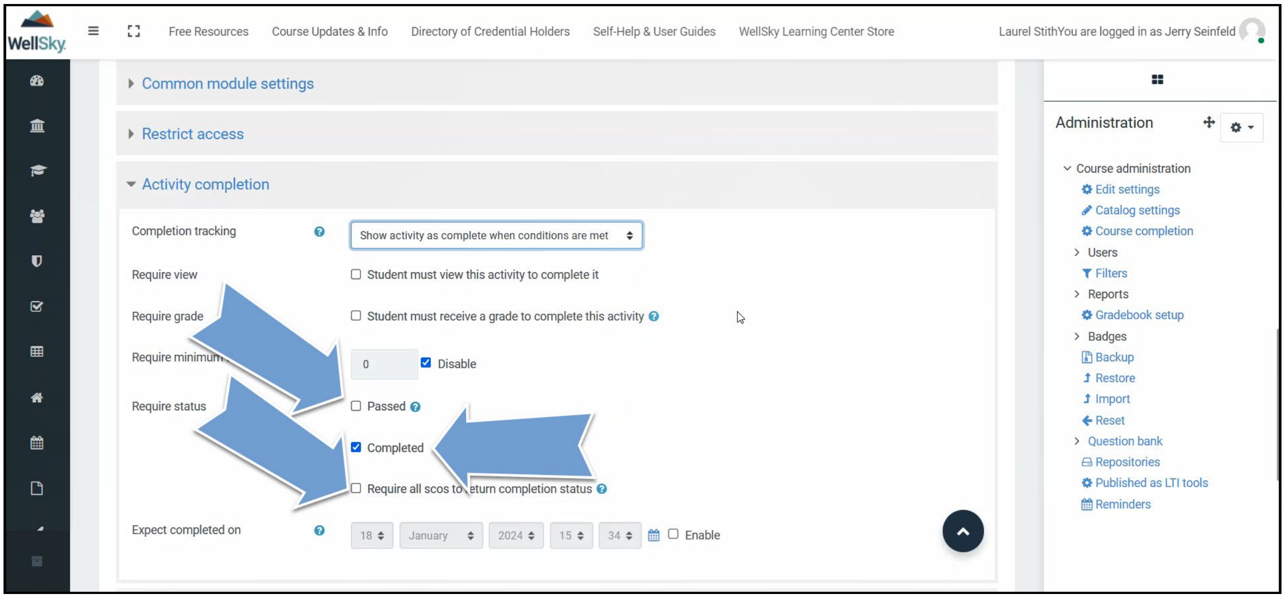
7) Click the checkbox next to *Student must view this activity to complete it*.



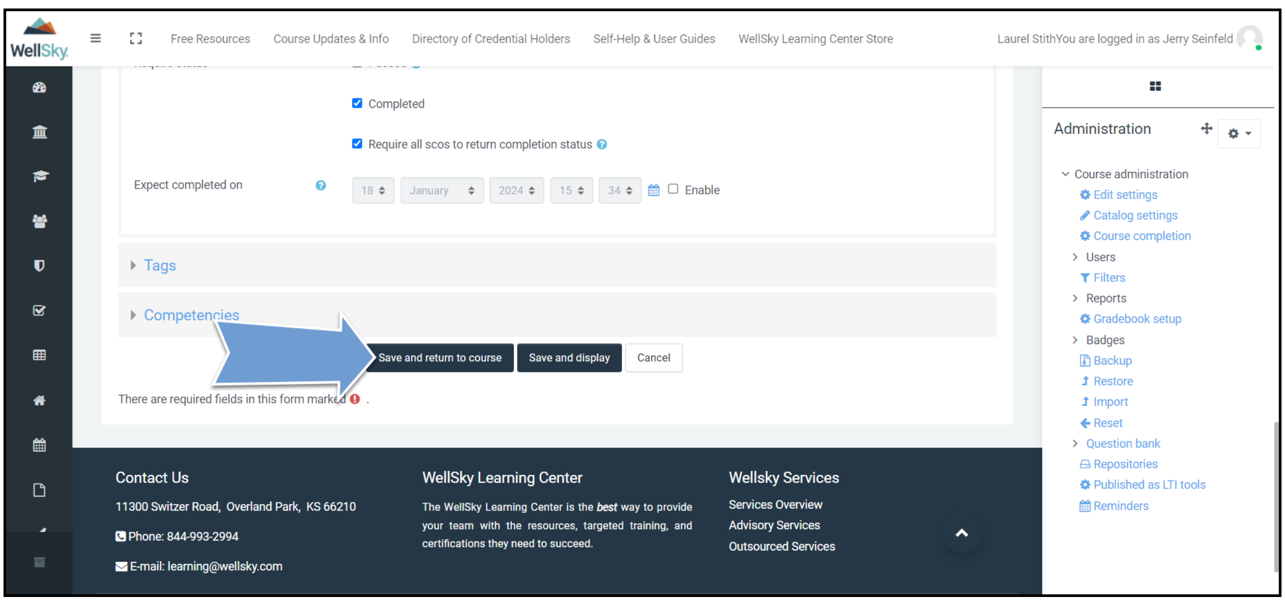
8) Click the checkbox next to the option *Student must receive a grade to complete this activity*.



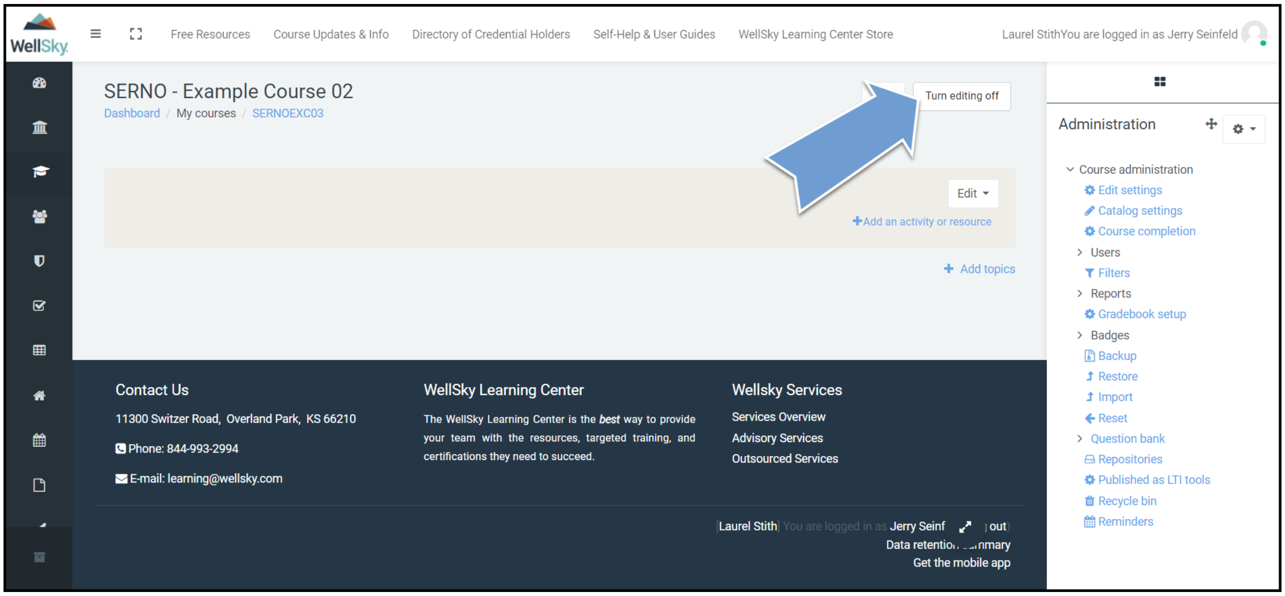
9) In the *Require* status, make sure *Passed*, *Completed*, and *Require all scos to return completion status are selected*.



10) Click the option to *Save and return to course*.



11) If this is the only item you want to add to your course, click the button to *Turn editing off*.



12) You are now ready to enroll your users.