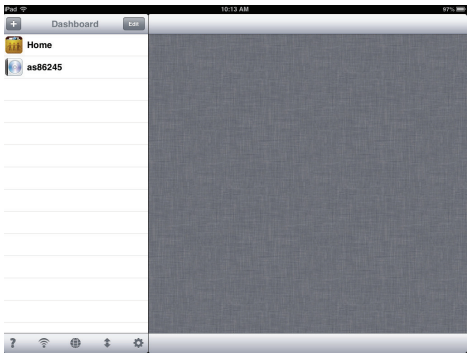
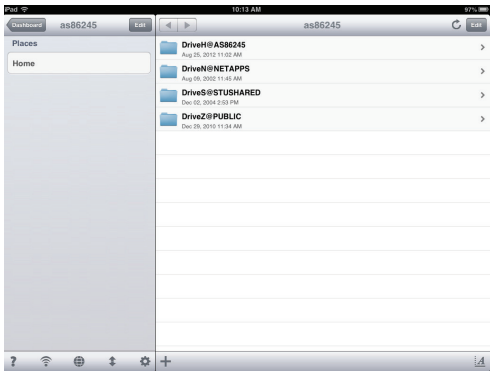
Using iFiles to send photos and videos from the camera roll to a home folder or a student shared folder.

Touch the iFiles app on the home screen

Touch the user name
The Home folder will open iPad folders, not server folders.



Touch the home folder or navigate to the folder on Student Shared that you want to access.



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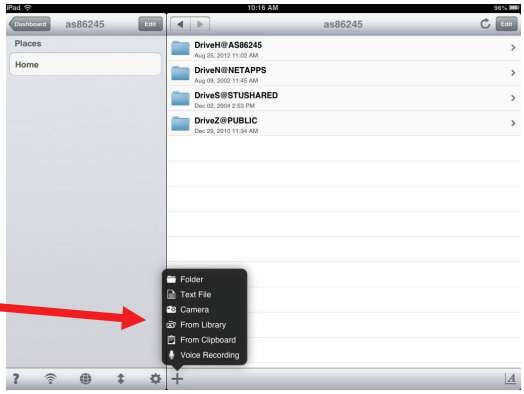
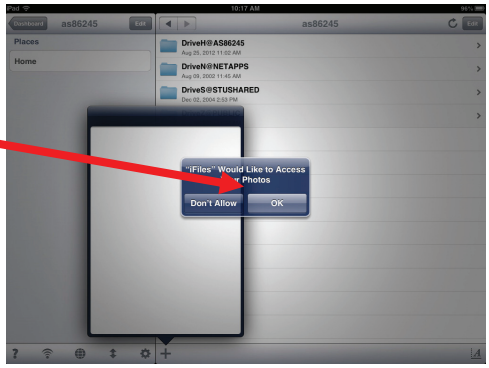
With the folder open that you want to put the photos and/or videos from the camera roll in, touch the + (plus) sign at the bottom of the screen.

Then select From Library

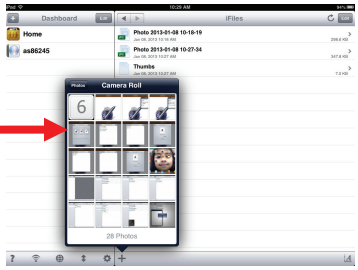


The first time this is done, the iPad will want access to your photos, touch yes.



Touch Camera Roll to open it.

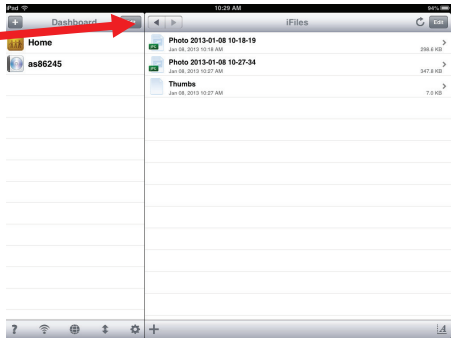
Touch all of the photos and/or videos that you want to upload to the server.
A “file is uploading” screen will appear and disappear quickly.



Click back out of the folder …
By touching the back arrow at the top of the window.

Click back in the folder by touching the folder that you placed the items in.

All the photos and videos will be there.



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