


# Adding a lesson via Import

When you click on the "Import" element, the lesson import card opens:

 Drag files in .udata or .xlsx format here or click here to select files on disk.

☐ To upload lessons, you can use files previously exported in .udata or .xlsx format, the template can be downloaded on the right under the button

☐ Publish Immediately

[Download Sample xlsx File for Import](#)

First, download the template for adding a lesson:

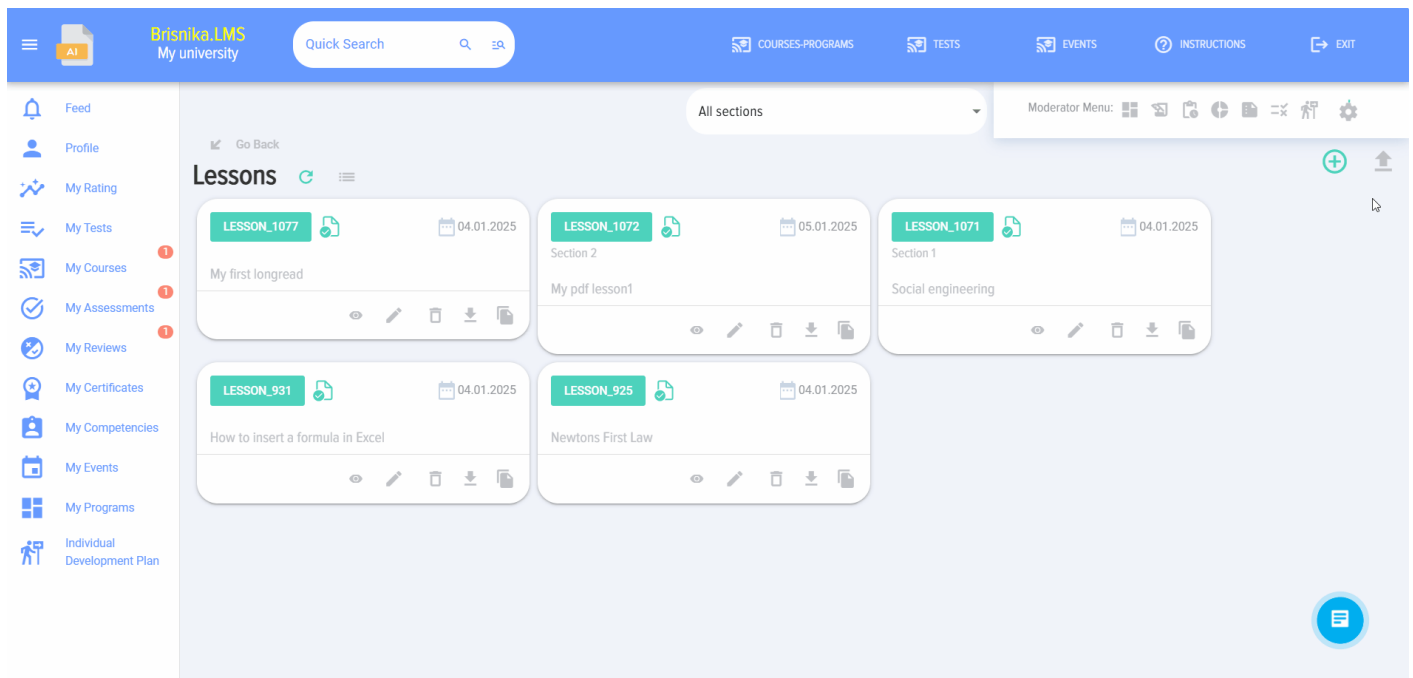
[Download Sample xlsx File for Import](#)

The template looks as follows:

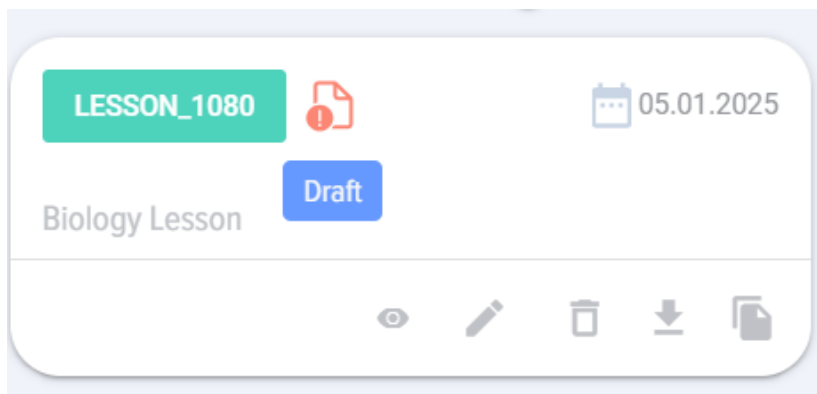
	A	B	C	D	E	F	G	H	I	J
#		Template filling out guide								
#		1. The structure of the template cannot be changed.								
#		2. Rows with tags LESSON (grey colored) are not meant for uploading, serve as marks and must not be changed. The 1st column (A) is not meant for uploading and must not be changed.								
#		3. Section containing the lesson description starts with the row tagged as LESSON. Lesson data are in the following row.								
#		4. One file can contain several lessons. To create several lessons, please copy and paste the block LESSON.								
#		5. Import is stopped if several empty rows (more than two) appear. A limit of 1000 rows is set.								
	LESSON	Lesson Name	Longread							
		Lesson-1 Import	Longread test							
#		id	URL							
	youtube	<a href="#">op_ov3ExaQk</a>	<a href="#">youtu.be</a>							
#		stuff								
	files	[{"I":16474,"N":"1. am, is, are.pdf","A":"Y"},{"I":16								
#		text	link							
	link1	link description	<a href="https://vimeo.com/123456789">https://vimeo.com/123456789</a>							
	link2	link description	<a href="https://vimeo.com/123456789">https://vimeo.com/123456789</a>							
	link3	link description	<a href="https://vimeo.com/123456789">https://vimeo.com/123456789</a>							

It contains detailed instructions for filling it out.

After completing the template, place it in the upload field and click the "Upload" button.



The lesson will appear in the catalog with the status "Draft":



Next, click on the "Edit" element and publish the lesson through the lesson addition card by clicking the "Publish" button.

If necessary, you can make any additional changes to the lesson. You can also add a SCORM course instead of a video.

#### Revision #1

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