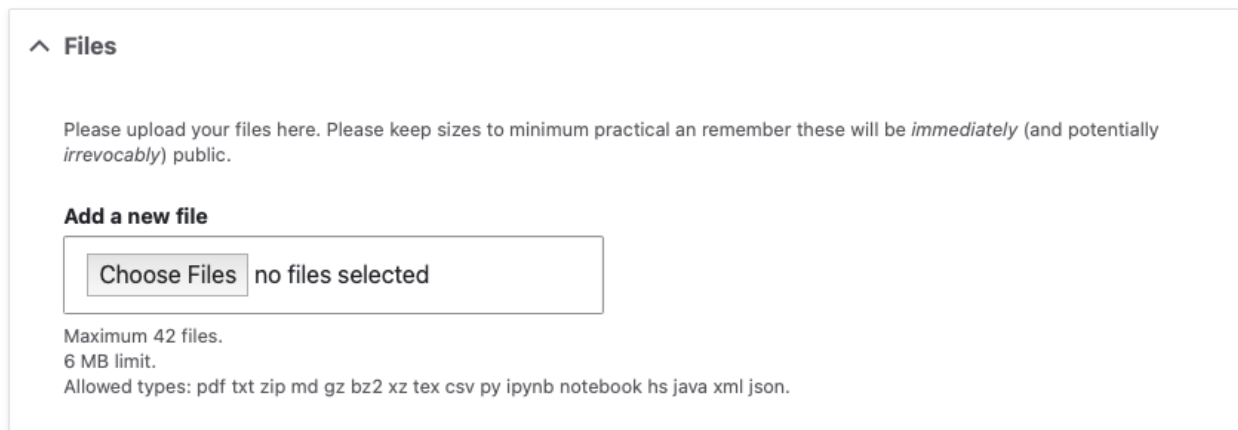


Adding files in Drupal

To upload files to your course Drupal site:

- Go into “Edit” the page where you want to add the files.
- Scroll to the bottom of that screen and you will see a field called “Files”, as shown below.



The screenshot shows the 'Files' section of a Drupal interface. At the top, there is a header 'Files' with an upward-pointing arrow. Below this, a message states: 'Please upload your files here. Please keep sizes to minimum practical and remember these will be *immediately* (and potentially *irrevocably*) public.' Underneath the message is a section titled 'Add a new file'. This section contains a file selection interface with a button labeled 'Choose Files' and the text 'no files selected'. Below the selection area, there are three lines of text: 'Maximum 42 files.', '6 MB limit.', and 'Allowed types: pdf txt zip md gz bz2 xz tex csv py ipynb notebook hs java xml json.'

- Click “Choose Files” to add one or more files from your computer.

You can see in the screenshot below that I’ve uploaded two files to this course now. For each one, you can give it a “Description”, which will act as the document label, if you add it; if you do not add a description, then the document title will be the label.

^ Files

Please upload your files here. Please keep sizes to minimum practical and remember these will be *immediately* (and potentially *irrevocably*) public.

Show row weights

File information	Display	Operations
  FDS_Week1_Lecture1_slides.pdf (78.1 KB)	☐	<button>Remove</button>
Description The description may be used as the label of the link to the file.		
  FDS_Week1_Tutorial1.pdf (78.1 KB)	☐	<button>Remove</button>
Description The description may be used as the label of the link to the file.		

Add a new file

no files selected

Maximum 42 files.
6 MB limit.
Allowed types: pdf txt zip md gz bz2 xz tex csv py ipynb notebook hs java xml json.

- You can choose now to “Display” to one or more of the files to students, which means that they will appear at the bottom of the page for students to access once you have saved your changes. This is how that would look:

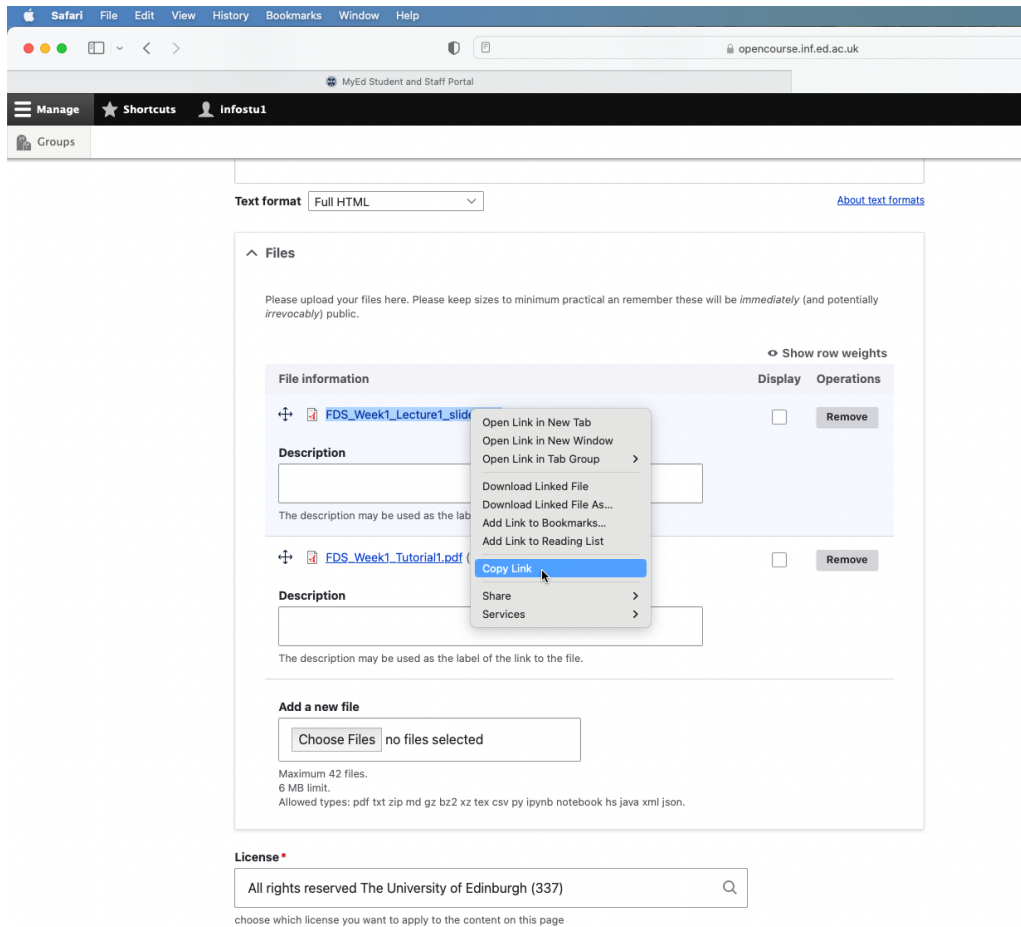
Files

[fdsweek1lecture1slides.pdf](#) (78.1 KB)

[fdsweek1tutorial1.pdf](#) (78.1 KB)

- However, you might just want to share links to the files within the body text on the page. To do this, leave the “Display” option unticked and then Save your changes. You must save your changes now before the next step to ensure that you have proper links to the files and not just a temporary upload link.
- Go back in to the Edit view and hover over each file you have uploaded and copy the link to the file URL (how you do this exactly will depend on your web browser; in the

image below I have right-clicked on it in Firefox).



- You can then navigate up to the body text of the page and insert the link you just copied as a normal hyperlink in any area of the text you want. (Shown below, I want make the text “Introduction and Logistics (KG)” link directly to my lecture slides file.) Now when you save the edits you’ve made, students will not be able to view the files as individual downloads at the bottom of the page, since you chose **not** to display them to students, but they can access them via the hyperlink in the body text.

MyEd Student and Staff Portal

Edit Book pages INF2-FDS: Sci

Manage

Shortcuts

infostu1

Groups

Body (Edit summary)

B

I

U

S

x²

x₂

T_x

Link (KG)

≡

≡

≡

≡

≡

≡

≡

≡

≡

Paragraph

≡

≡

The course has various learning activities, which are coordinated with each other and the assessment. The timetables are a bit different for Semester 1 and Semester 2:

- [Semester 1](#)
- [Semester 2](#)

We recommend that each week you have a pattern of:

- Doing the reading listed before the lectures. Most of the reading is from the FDS lecture notes:

[FDS-lecture-notes-2023-09-06.pdf](#) (5.85 MB)

- Attend the lectures, which include exercises, discussion, Q&A, demos or feedback on exercises, which don't work so well in the recorded lectures. The lectures are delivered by Kobi Gal (KG), David Sterratt (DS) and Michael Gutmann (MG).
- Do the lab notebook - in Weeks 1 to 7 there will be lab sessions in Appleton Tower with demonstrators; after then the labs are self-study
- Attend the workshops - preparation the week before is ideal, but if you've not managed to prepare, you should get something from the workshop. Two of the workshops are designed to familiarise you with the coursework released shortly after, including

Week	Lecture 1	Lecture 2	Lab	Task/workshop	Reading
Data and Data Ethics: representation collection, descriptive statistics, exploration, visualisation					
S1 W1 18-22 Sep	Introduction and Logistics (KG)	Data (KG)	Introduction to Jupyter notebooks and Pandas		LN: 1 and 2
S1 W2 25-29 Sep	No lecture	Descriptive statistics (KG)	Pandas - Data wrangling	Task: Preparation for Week 3 Workshop on Ethics.	LN: 3 An Introduction to Data Ethics , Parts 1 and 2
S1 W3	Exploratory data analysis and	Exercise in interpretation of	Data Representation	Workshop: Data	LN: 5

Author

✓

Cre

Revisio

Briefly d

✓

Sche

Not s

✓

Book

INF2-

URL

Alias:

URL alia

/inf2-

Specify an example,

Note: If you want to replace a file you have uploaded, please use the same steps above and click “Remove” next to the appropriate file (as shown in the second screenshot). You can upload the replacement file and share it with students following these instructions. Please make sure that you let your students know if you upload a new version of a file! Some may have downloaded/accessed the older version and will not realise that there is a new, updated version.