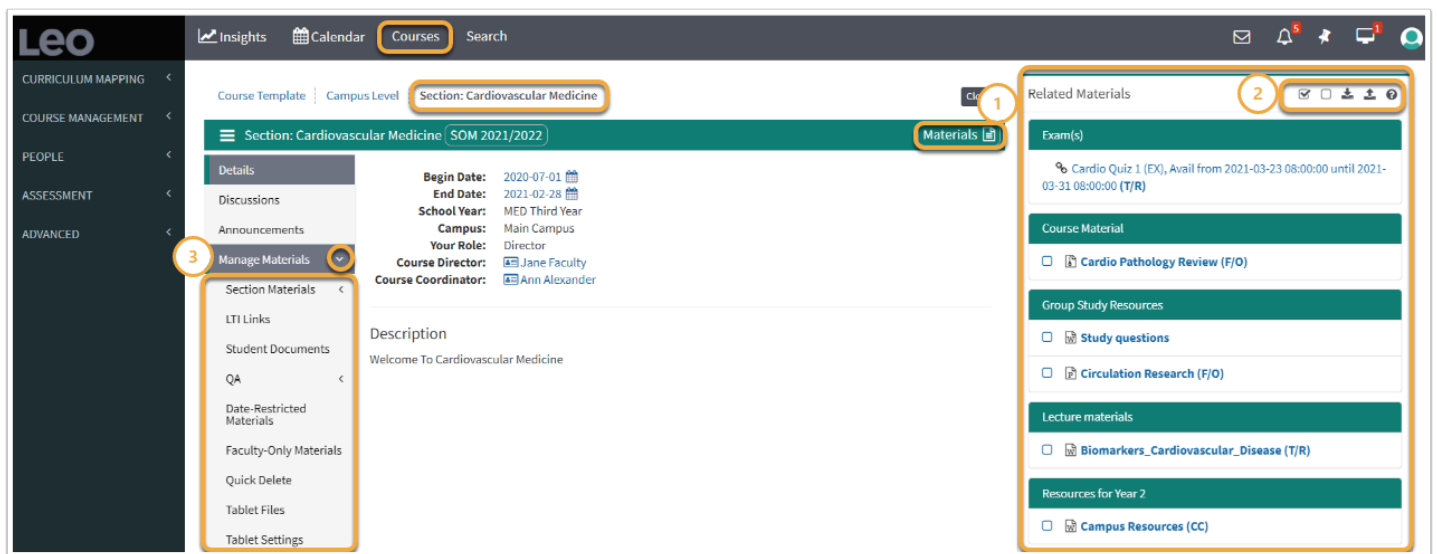# Materials Overview Section Level
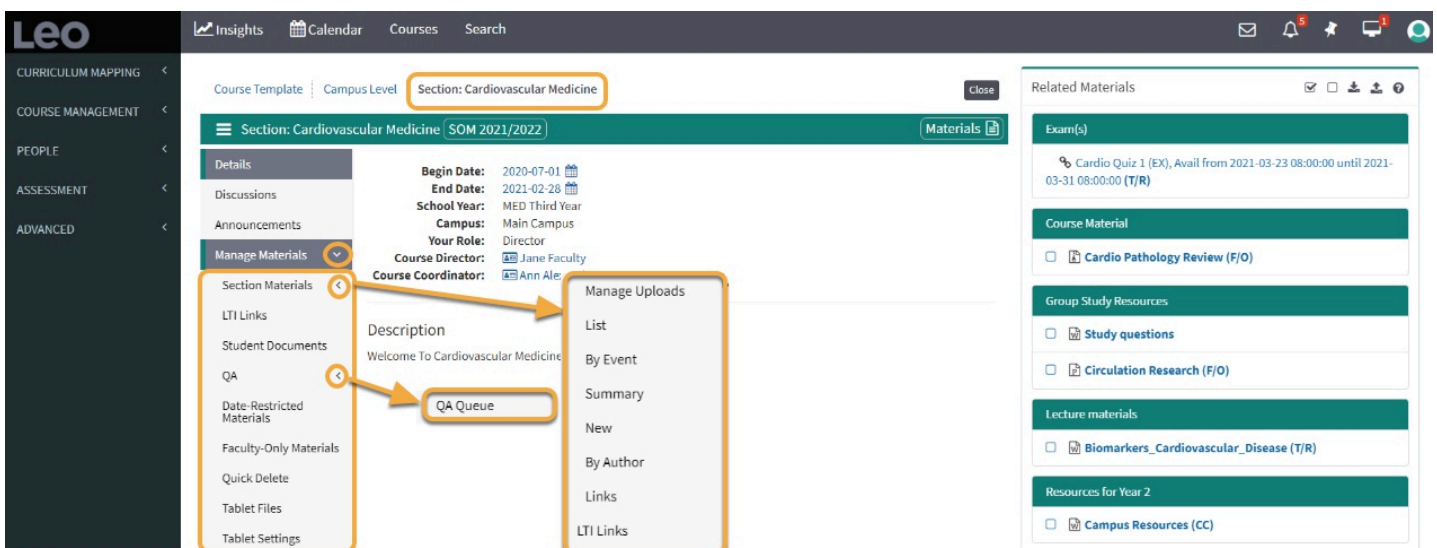
Path: Home > Courses > [Course Screen**]**

Materials Pane

1. **Related Materials** are organized by Category and are displayed on the Course Screen. Select the Materials icon to toggle the Related Materials on or off the screen.
2. **Tools** for uploading and downloading materials are conveniently located on the Course Screen, refer to the article on [Downloading Tools](#)
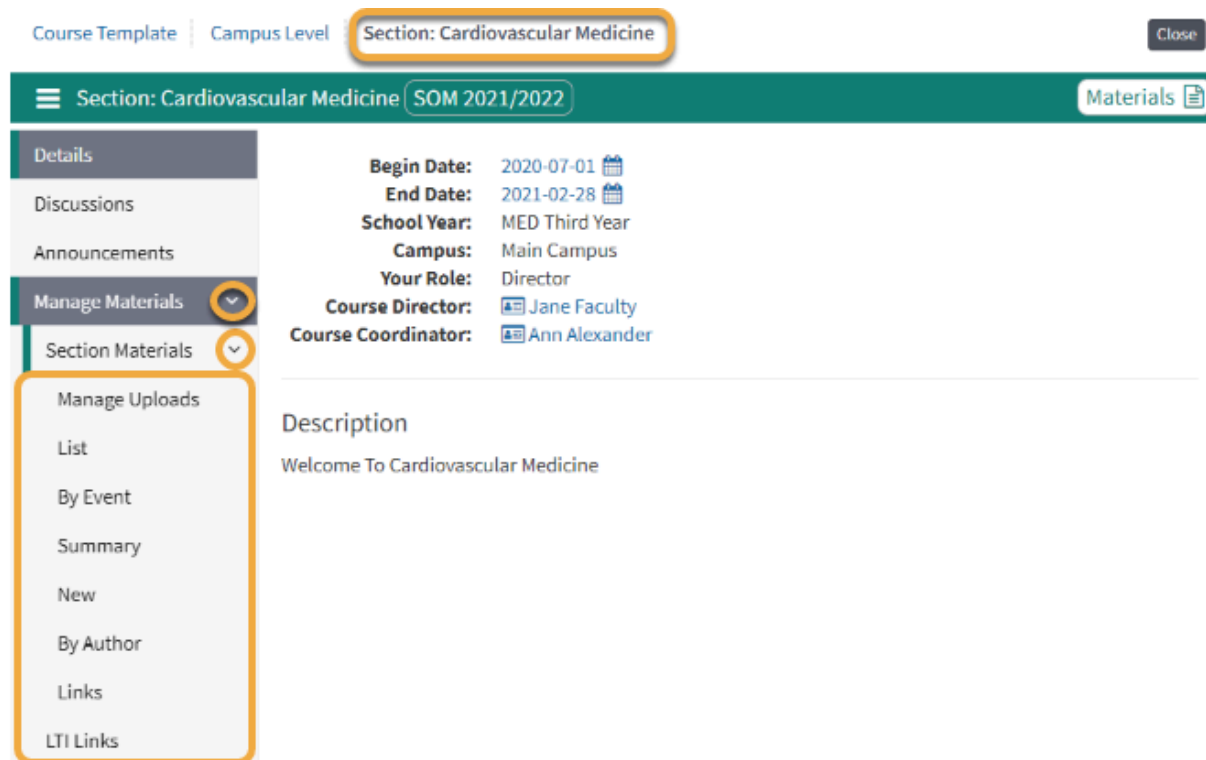3. **Manage Materials Tab Menu:** Use the download arrow view the menus and submenus

Manage Materials Menu

Section Manage Materials Menu

This report is used to manage the standard materials assigned to a Course at the Course Level.

Content can be:

- Web links
- Electronic documents
- SCORM Content
- Any valid data file

💡 For detailed information on managing Section Materials please refer to the articles on

Section Materials Menu

And the Section Level: Materials Management Screen

LTI Links

This report displays Resource Links to all of your Event or Course content which is hosted by an LTI Provider.

You can manage the links to the content for one of these external systems here. The nature of what can be controlled in this screen is dependent upon the capabilities that have been enabled between Leo and the Provider's system.

LTI Resource Management
Listing for Course Pediatric Clerkship SOM 2020/2021 R1 - Main Campus
Event Type filter: *All Providers*
Status Mode: *Active LTI Content*
Learning Object Filter: *All Providers*

View ▾   Options ▾   ⤓ 🖨 ❓

Viewing 1 to 10 of 670   Search: [   ]

Action ↕	Session ↕	Provider ↕	Name ↕	Validate ↕
Add	Course	Panopto	Panopto Folder for MEDICINE SOM 2014/2015 (r1)	Validate
Add	Course	Panopto	Panopto Folder for MEDICINE SOM 2014/2015 (r2)	Validate
Add	Course	Panopto	Panopto Folder for MEDICINE SOM 2014/2015 (r3)	Validate
Add	Course	Panopto	Panopto Folder for MEDICINE SOM 2012/2013 (r1) - Virtual1_	Validate

> 💡 Some LTI Providers require you to copy the links from their system and paste them into Leo. Other Providers allow you to first create the link object in Leo, and then click it to go connect it to your content of choice in the Provider's system. As we integrate with each Provider, we take this into account and have modified the interface appropriately to allow you to quickly set up LTI links.
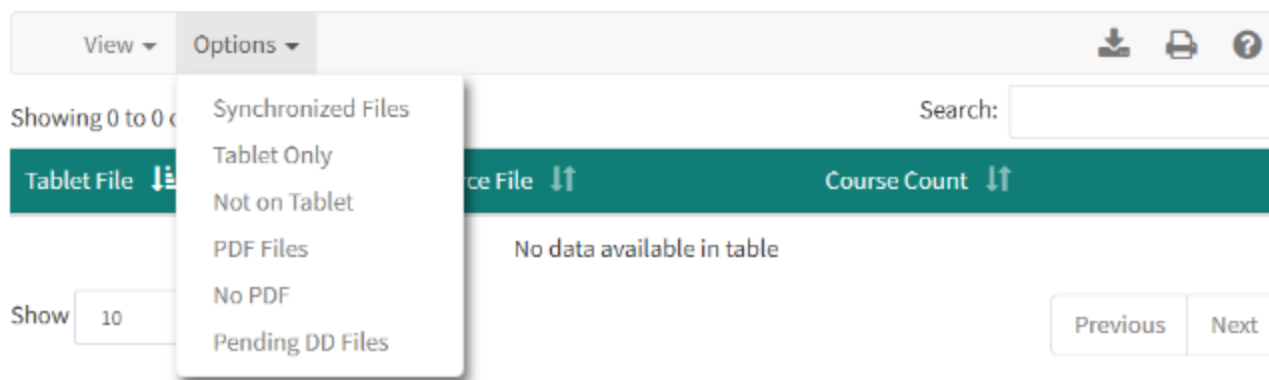
For detailed information on managing LTI materials please refer to the article on Materials: LTI Links

Tablet Files

This report shows a list of the files that have been flagged as having been pushed out to the **Document Distribution system**, which is the system responsible for pushing documents to the repository where Tablet (iOS and Android) Users can then pick up the files.

Pediatric Clerkship SOM 2020/2021 R1 - Main Campus
Synchronized Tablet File Listing
NOTE: This is based on database tables. Use 'Tablet Only' and 'Not on Tablet' reports to verify content.

There are other report options on this report to see how these files are being managed.

> 💡 For more detailed information please refer to our article on [Materials: Tablet Files](#)

Tablet Settings

If your system is using the **Document Distribution** option then a default Document Distribution type has been specified.

This option lets you select an Alternate Document Distribution Type for this Course.

QA (Quality Assurance)

> The Quality Assurance (QA) queue is a list of documents that have been uploaded to your system for a selected academic year.
>
> The QA report can be one of the following modes:
>
> • Un-approved - This will show all un-approved documents

- Approved - This will show all approved documents
- Legacy - This will show all documents in Legacy status, which means they are being ignored by the QA Queue

Quality Assurance Queue
All Open Entries
Cardiovascular Medicine SOM 2021/2022 R1 - Main Campus

| View ▾ Options ▾ | | | | 📥 🖨 ⚙▾ ❓ |

Viewing 1 to 10 of 21

Search:

Rcd# ↓↑	Year ↓↑	Due Date ↓↑	App Date ↓↑	CRS ↓↑	Linked To ↓↑
⊕	SOM 2021/2022	2021-02-15		CARDIOMED	Cardiovascular Medicine (CC)
⊕	SOM 2021/2022	2020-03-07		CARDIOMED	Cardiovascular Medicine SOM 2021/2022 R1 - Main Campus (C)
⊕	SOM 2021/2022	2020-03-07		CARDIOMED	Cardiovascular Medicine SOM 2021/2022 R1 - Main Campus (C)
⊕	SOM 2021/2022	2020-03-07		CARDIOMED	Cardiovascular Medicine SOM 2021/2022 R1 - Main Campus (C)

The documents that you see in this screen are documents that have not yet been approved.

For instructions on how to use QA, please refer to the Materials: Quality Assurance article.

Student Documents

The Student Documents report shows a summary count, by Student, of the number of documents that have been posted for Students in Events within this Course.

These documents are used to provide feedback to Students. It is often used to return graded papers but can be used when ever you have documents that are only intended for one Student and/or contain private or confidential information.

The report will show a list of all Students for the Course and a count of the number of documents uploaded to each Students. You can click on the document count to see a detailed list of the documents for the Student.

Student Feedback Document Summary
Course: Cardiovascular Medicine SOM 2021/2022 R1 - Main Campus

View ▾

Viewing 1 to 10 of 148

Search:

Student Name	Document Count
Agnio, Plasti	0
Aljabban, Imad	0
Allenby, Taylor	0
Barlow, Erin	0
Boothe, David	0
Bouffard, Cory	0
Bouhmam, Houda	0

Date Restricted Materials

Date restricted materials will be listed in this report.

Date Restricted Course Material in Cardiovascular Medicine SOM 2021/2022

View ▾   Options ▾

Viewing 1 to 1 of 1

Search:

Document (Edit)	From	To
Biomarkers_Cardiovascular_Disease	2021-03-07	2021-03-18

Show 10 entries

Previous | 1 | Next

Faculty Only Materials

Faculty Only (FO) materials will be listed in this report.

Faculty Only Course Material
$courseName

View ▾	Delete CHECKED Materials				⬇ 🖨 ⚙▾ ❓

Showing 0 to 0 of 0 entries

Search:

| Source ⬍	Title ⬍	File ⬍	Link ⬍	Remove? ⬍
		No data available in table		

Show 10 ▾ entries

Previous   Next

Quick Delete

The quick delete option allows you to quickly delete files in a Course. The report will list all of the documents in the Course and all of the documents in the Events.

When you click on the DELETE option there will be no confirmation - the record will be deleted.

Cardiovascular Medicine SOM 2021/2022 R1 - Main Campus
Document Quick Delete

View ▾	Quick Restore			⬇ 🖨 ⚙▾ ❓

Viewing 1 to 10 of 26

Search:

Source ⬍	Title ⬍	Document ⬍	Web Link ⬍	Delete ⬍
2020-10-01 Course Introduction	Small Group Assignments	version_2_Sample_upload_doc.docx		DELETE
Cardiovascular Medicine SOM 2021/2022 R1 - Main Campus	Study questions	Study_questions.V2.docx		DELETE
2020-10-01 Course Introduction	Small Group Schedule	small_group_learning.pdf		DELETE

💡 **Note** that all of the deleted documents can be retrieved from the deleted documents option in the Section and Event screens where the documents are located