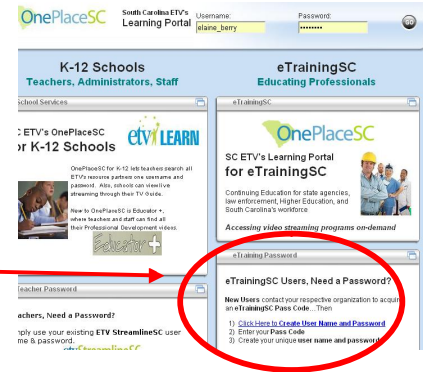




# Accessing Resources in MediaShare

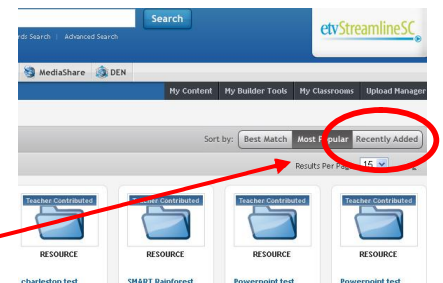
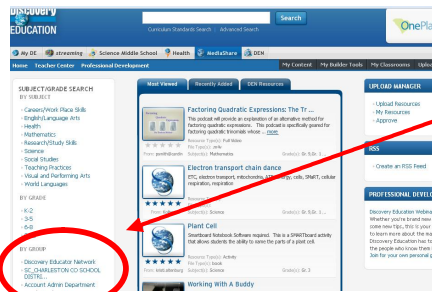
## LOGIN DIRECTIONS

- Log in to OnePlaceSC (MediaShare is located in the OnePlaceSC portal)
  - Go to <http://oneplacesc.org>
  - Use the same login you have for ETV Streamline and Discovery Educator Network
  - If you have not logged in before or have forgotten your password, scroll down to the “eTraining Password” box and click on the link to create your login. You will need to get your school Pass Code from the handout (1<sup>st</sup> time login only)**
  - Your User Name should be: `firstname_lastname`.
- Once you are logged in to OnePlaceSC, you will need to go to MediaShare:
  - Scroll down and click on the Discovery MediaShare icon: “Local District Resources (MediaShare)” - 2<sup>nd</sup> in the resources search list



## DOWNLOADING FILES

- On the left side of the page, under “By Group,” click on “SC\_CHARLESTON CO SCHOOL DISTRICT”



- On the right side of the page, click on “Recently Added”
- Scroll down through the displayed resources/files and click on one you want to download. This will bring you to a new page
  - You can mouse over the title or thumbnail to get more information about each file
- On the right side of the page under “Resource Assets” click on the “download” link. This will download the file to your computer
- Once you see the title of the file at the bottom of your page (or on your desktop) click it to open it
- You can now save the file to your computer or storage device

