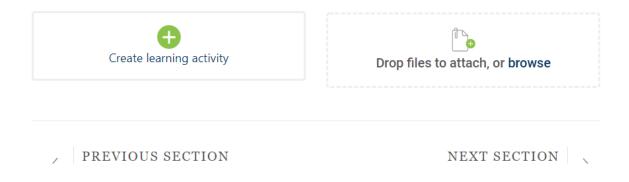# Adding Files

The first thing you're likely to do when you use Moodle is to add files, such as your Syllabus and Policies documents. If those are stored on your computer, the easiest way is to simply drag and drop them onto the Moodle topic page.

Scroll to the bottom of the white space, and drag your file or folder from its location in your computer right onto the box where it says "Drop files to attach."

If you don't like the drag and drop option, you can click in the same box where it says "Browse" to pull up a your computer Documents window, and browse from there. Find your file, click on it, and upload as instructed.