

Uploading Notes to STARS

Log into STARS. On the left-hand side of the page select the Notetaker icon.



In the Assignments menu, select Upload and View Notes.



Fill out the File Information by selecting the Class,

A screenshot of the "FILE INFORMATION" form. The form has a white background and a black border. At the top, it says "FILE INFORMATION". Below that, there is a label "Class *:" followed by a dropdown menu. The dropdown menu is currently set to "Select One". Below the dropdown menu, there is a section for "Days" with a list of days: Monday, Tuesday, Wednesday, Thursday, Friday, Saturday, and Sunday. Each day has a checkbox next to it. The "Monday" checkbox is checked. Below the days list, there is a "Select File" button.

