If you have already registered for SAS OnDemand for Academics and registered a course, then you can upload data to a common course directory. Anyone registered for your course can then access this data.

The following steps explain how to upload course data. If you have not already registered as a user or registered a course, please review other Step-by-Step guides.

1. Visit the registration application, fill out the appropriate fields, and then click Submit.
2. When prompted, sign in to the SAS OnDemand for Academics Control Center using your userid and SAS profile password.
3. Locate the **Courses data directory** area. The specified path can be used as the LIBNAME or FILENAME statement to access data that you upload for your course.

   ![SAS OnDemand Dashboard](image)

   **Note:** If you have not already registered a course, then this information might not be available. Select **Create a New Course**. Complete the course registration process before continuing.
4. Click the SAS Studio link located under Applications to start SAS Studio.
5. From within SAS Studio, expand **My Folders** and then select the **my_content** folder.

![SAS Studio window](image1)

**Note:** If you used SAS OnDemand for Academics as an instructor prior to August, 2014, then you might have subfolders under **my_content** for each of your previous courses. Each subfolder will be labeled as **c_xxxx** (where **xxxx** is equal to your course number). Any data that was uploaded for your previous courses will be available under these subfolders.

6. Click the **Upload** icon.

![SAS Studio window](image2)
7. Use the **Upload Files** dialog to upload the appropriate data file(s).

8. Share the Course Data Directory path with the students in your course (refer to Step 3). This path can be used as the LIBNAME or FILENAME statement in order to access the data that you have uploaded.

   For additional information and options, see [About Your Course Data Directory](#) and [Course Data Organization and Convenience Links](#).

**Notes**

- The LIBNAME or FILENAME statements can be used within SAS programs in software applications other than SAS® Studio if you are teaching with them, such as SAS® Enterprise Guide or SAS® Enterprise Miner™.
- You can refresh your course data by uploading the data again; your existing, uploaded data will be overwritten.
- There is a limit of 2GB of course data storage space.
Forming a LIBNAME or FILENAME Statement from a Course Data Directory Value

The following example shows how to form a LIBNAME or FILENAME statement from a Course Data Directory value. Note that if you created a subfolder, then you must append the name of the subfolder to your statement.

Example

A Course Data field value of /courses/de17ff69br26fe302 equates to the following LIBNAME statement:

libname mydata "/courses/de17ff69br26fe302";

Converting a Previous LIBNAME or FILENAME Statement to the New Format

If you used SAS OnDemand for Academics prior to the August, 2014 upgrade, then you might have an existing course LIBNAME or FILENAME statement. To determine how to convert that statement to the new format, perform the following steps.

1. Refer to the steps in this document to determine the LIBNAME or FILENAME statement for your Course Data Directory. This is the directory where uploaded course data exists.

   The LIBNAME or FILENAME statement will have a value such as the following:

   libname mydata "/courses/de17ff69br26fe302";

   (where de17ff69br26fe302 is the course identifier value)

2. Locate the LIBNAME or FILENAME statement that you used with the previous system. It will have a value such as the following:

   libname mydata "/courses/u_xxxx/i_xxxxx/c_xxx/saslib";

   Note: If you created subfolders in the previous system, then you might have a subfolder after saslib or in place of saslib. You will need to append or replace that value in your statement.

3. Replace /u_xxxx/i_xxxxx in the old statement with the new course identifier value. In the example above, the new course identifier value is: de17ff69br26fe302.

   The end result is a new statement such as the following:

   libname mydata "/courses/de17ff69br26fe302/c_xxx/saslib";