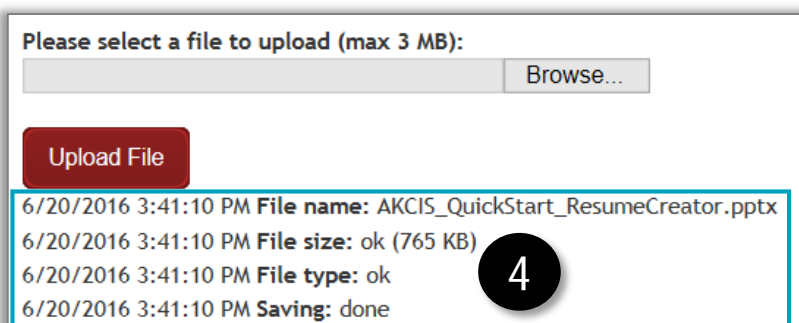
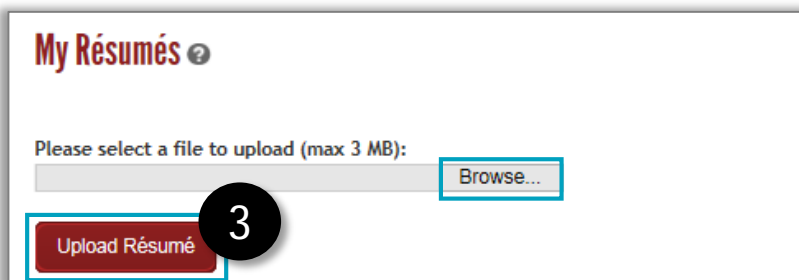
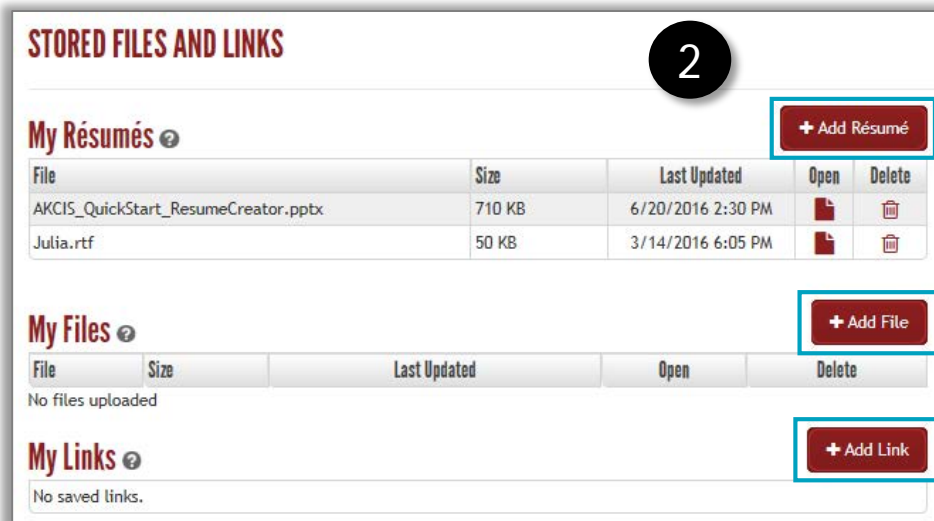
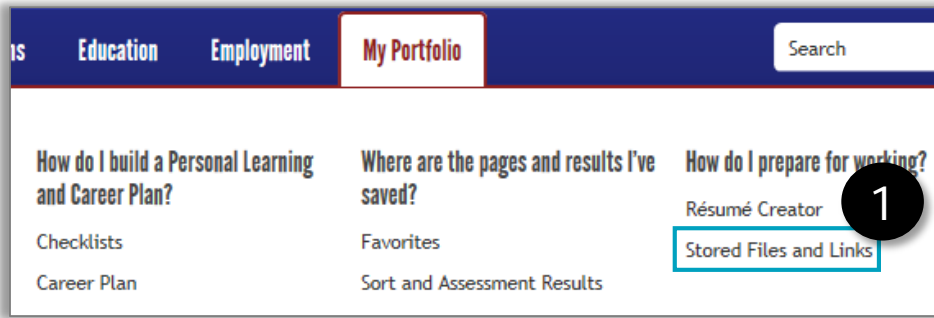


# Upload Files & Links

Stored Files and Links provides a place in your portfolio to save resumes, work samples, and links to web pages you may want to access or share for a job interview or college and scholarship applications.

First, go to [akcis.org](http://akcis.org) and log in with your username and password.



1. Hover your mouse over My Portfolio and click **Stored Files and Links**.
2. The Stored Files and Links screen will display.
  - Click **Add Resume** to upload a resume.
  - Click **Add File** to upload other documents.
  - Click **Add Link** to save links to online resources or your profiles/portfolios of work.
3. The Upload Page displays. From this page you can upload a variety of file types, including .rtf, .txt, .doc, and .pdf.
  - To locate and select the file you wish to upload, click **Browse**. Double click on the file when you locate it.
  - The location of the selected file displays in the upload window.
  - Click the **Upload** button.
4. The screen will refresh and display status information on the file you selected to upload. If the upload was successful, the final status will read "done."