



How to Upload Notes to RU Noted

Steps to start uploading your notes

1. Go to: our RU Noted [Notetaking for note-takers log in page \(www.ryerson.ca/sharemynotes\)](#).
2. Log in with your [my.ryerson.ca](#) credentials.
3. Select: **Courses / notes**, and under “My lecture notes” column, select the course for which you will upload notes.
 - If no courses are listed, select the **Add a new potential course** button and select **Add selected course(s)** for which you will volunteer your notes (or **Add all courses**). Return to step 2.
4. Next, select **Lecture date** (see calendar button) and indicate the date of the class.
5. Select **Browse**. This will enable you to select the lecture file you wish to upload (from the location where you saved it on your computer).
 - We accept .jpg, .doc, and .pdf formats.
 - We ask that you then please log-in and upload your notes on a weekly basis.

Thank you for joining our team and being an RU Noted volunteer note-taker! By providing your notes to RU Noted you will be supporting a Ryerson student with a disability, improving your already great note-taking practices and joining an excellent team of volunteers.

Contact Us

RU Noted

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Email: runoted@ryerson.ca

Website: <http://www.ryerson.ca/studentlearningsupport/quick-links/#tab6>

AAS Online Note-Taker Services: www.ryerson.ca/sharemynotes