Attaching documents in SPOL:

Left click the “+” next to Program Outcomes
Left click **View** next to the Outcome you would like to upload the document.
Locate **Document Management** and left click **Add** on the right side of the box.
A pop-up will then display. Expand UND.
Select your College and select **Upload**
A pop-up will display. Left click **Select Files**
Browse to the file you wish to upload, and select **Open**
Make sure the document you uploaded is highlighted, in the Document Management window, and select **Assign Document**
You will receive a pop-up that confirms you have assigned the document. Left Click **OK**
Left click the red X to exit Document Management
Your file should now be displayed in the Document Management.