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How to Upload Files to Canvas Discussion Boards

Christine Clevenger - 2026-05-02 - [OwlMed and Canvas](#)

To upload files to Canvas in assignments or discussion boards, please use the following steps:

1. Log into Canvas and select your course
2. Locate the assignment/discussion board
3. Select the "Attach" icon (see image below)
4. Select your file to upload

The image shows a screenshot of a Canvas discussion board editor. At the top, there is a menu bar with options: Edit, View, Insert, Format, Tools, and Table. Below the menu bar is a toolbar with various icons for text formatting (12pt, Paragraph, Bold, Italic, Underline, Text Color, Background Color, Text Color, Text Color, Text Color) and other functions (Link, Image, Video, Document). The main area is a large text input field with a vertical cursor. Below the input field, there is a small text 'p ▶ span'. At the bottom left, there is a red-bordered box containing a paperclip icon and the word 'Attach'.