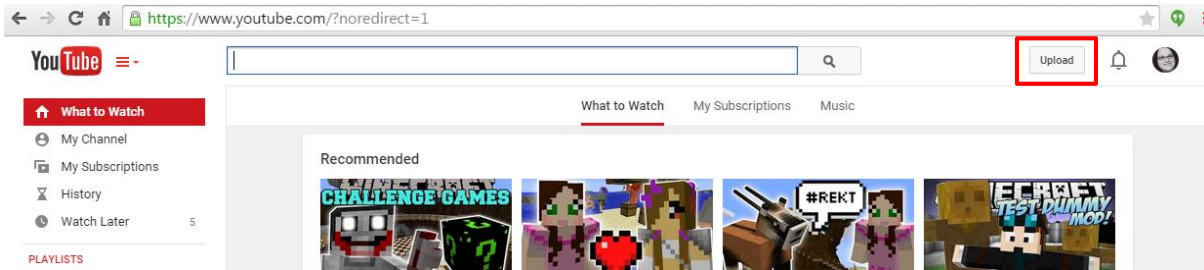The recommended approach to upload videos to Blackboard is as follows:

1. Log in to YouTube directly (http://youtube.com) using your Gallaudet account.
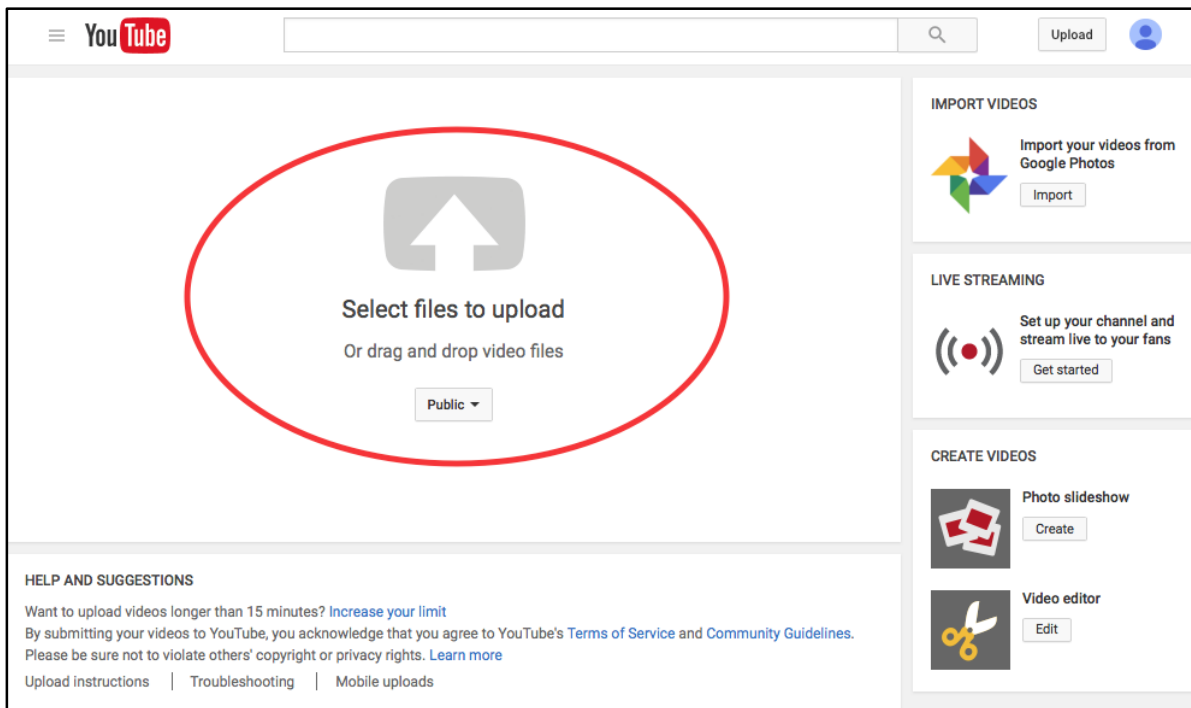
   OR

   In your Gallaudet email system, click app launcher ⊞ then click *More* then click YouTube ▶ YouTube

2. Click the **Upload** button (upper right corner)

3. Next, in the *Select files to upload* area, select the video files from your computer
   Note: Choose the Privacy settings (Public, Unlisted, Private) for your video as needed
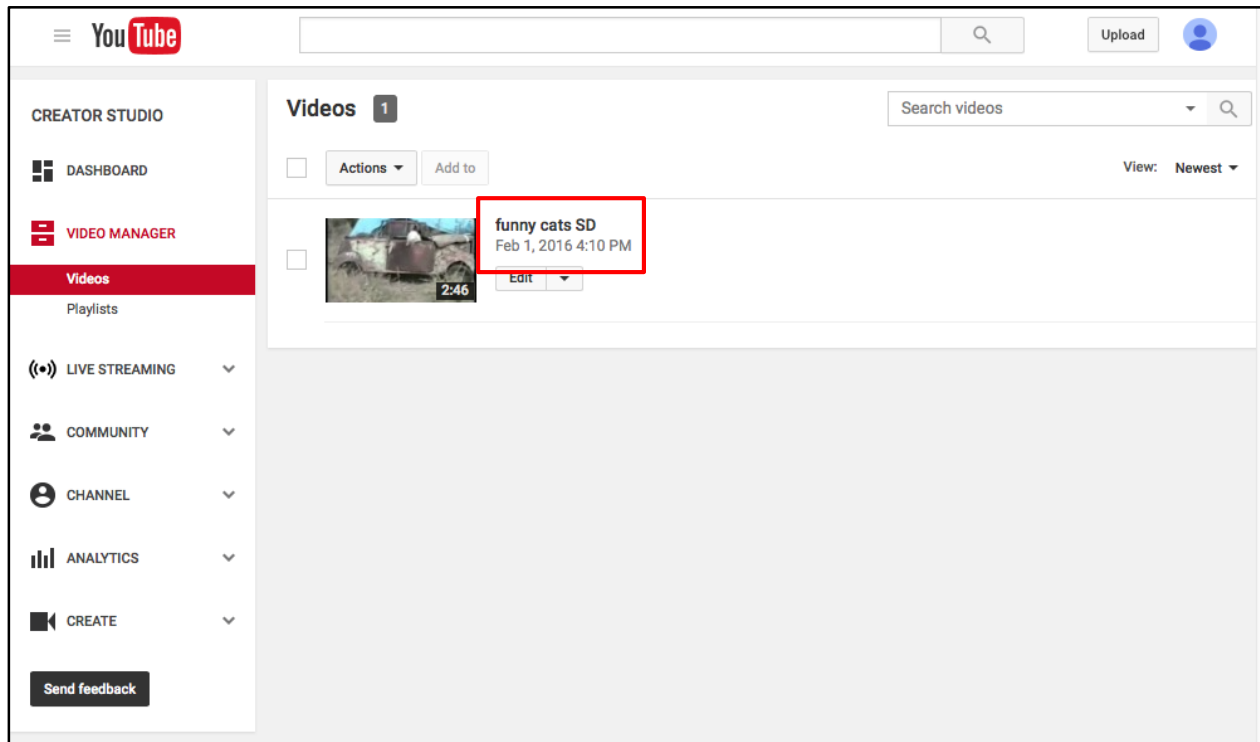   **Then, select the file you want to upload to YouTube...**

4. While it is uploading, you can change the name of the video or make other changes to the information of the video. After the upload is complete, click **Publish.**
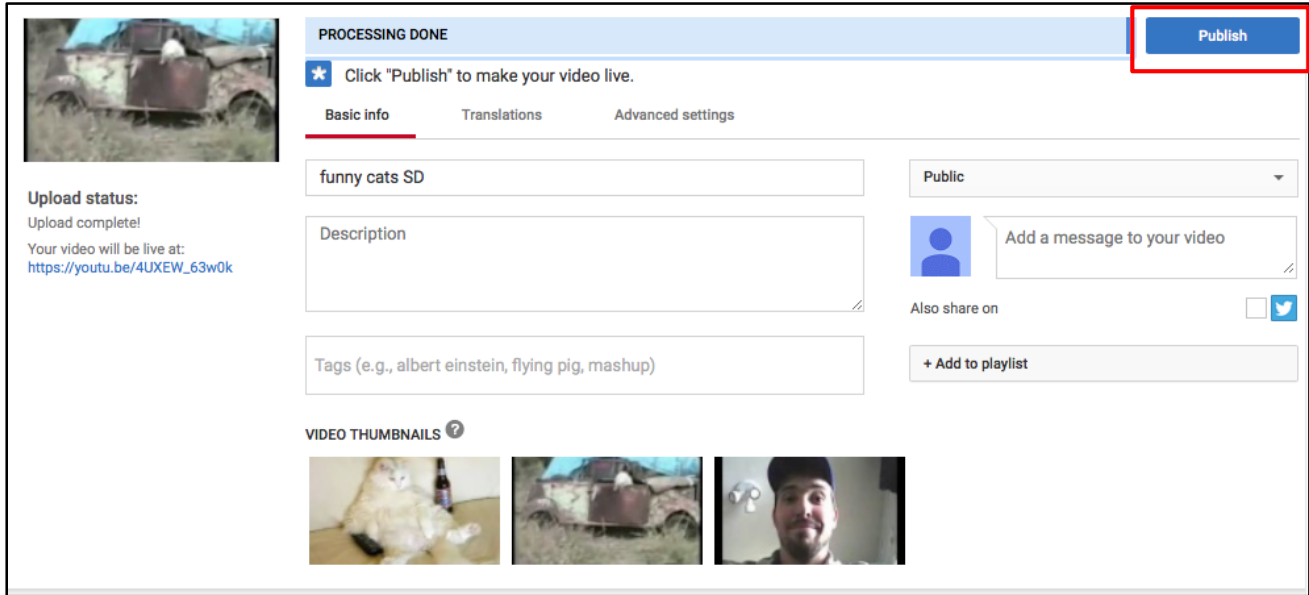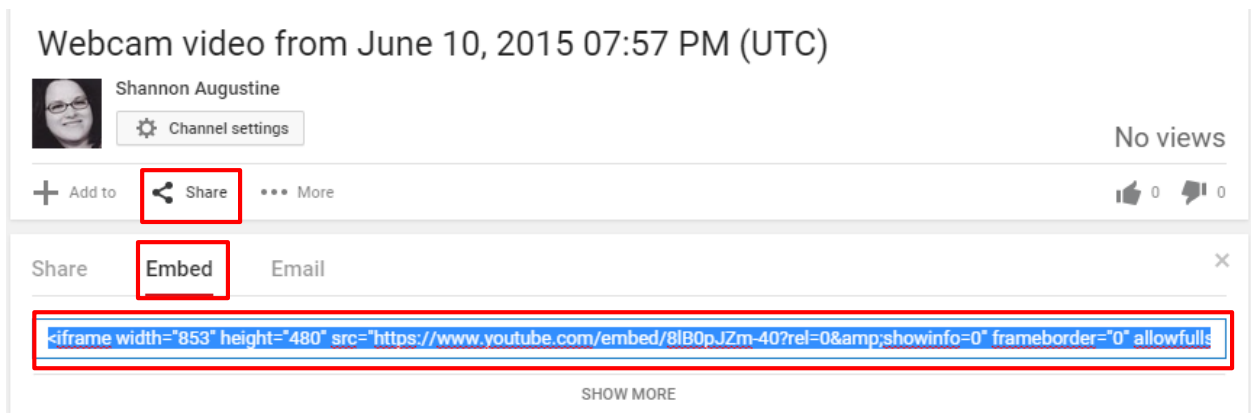

5. After the Publish is done, go to the *Video Manager* and click the video.
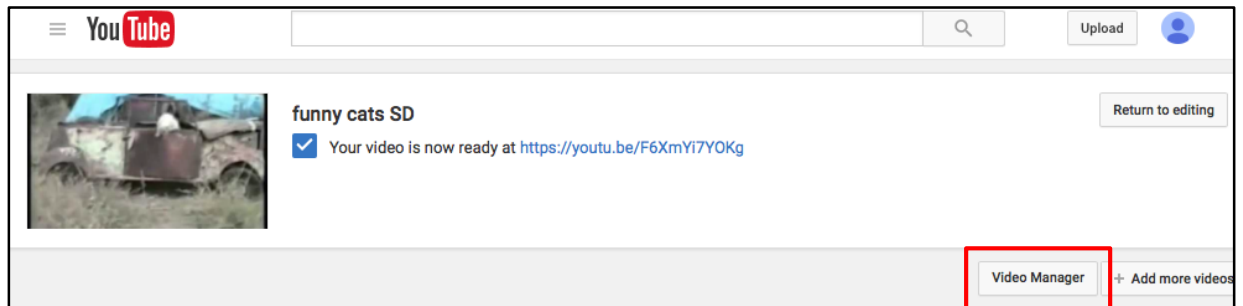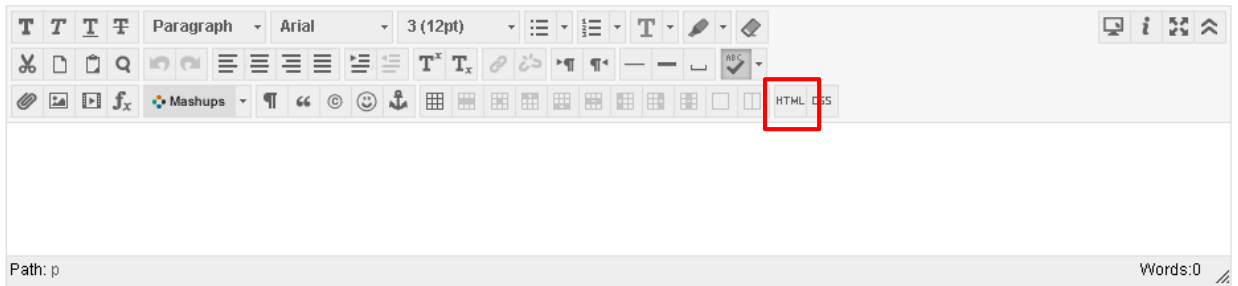
6. Select a video that you want to share from the list.

7. Once you are in the video settings, select 'Share', 'Embed,' and then copy the embed code.

8. Paste the embed code of your YouTube video into your Blackboard Course:
   a. In the area you wish your video to appear (within Text Editor), click on the **HTML** button.

   b. A *new* box will open up, paste the embed code from YouTube here, then click the **Update** button.
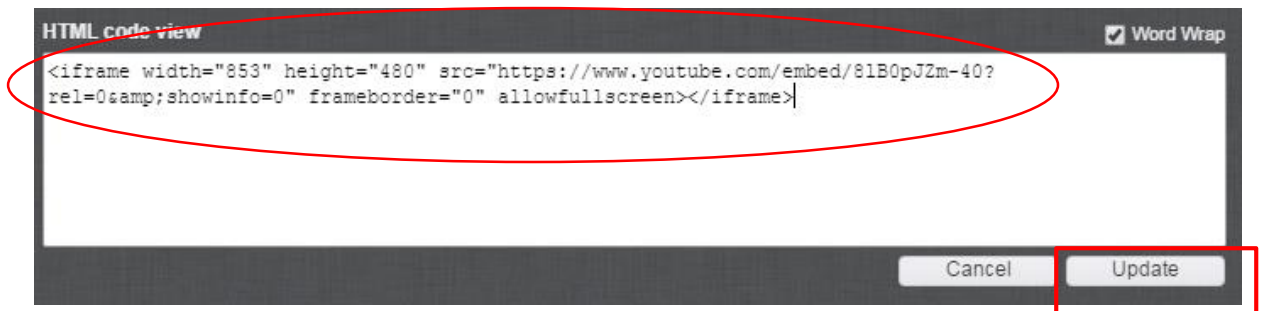
   Note: You may want to also add the URL address to the content area as backup.

9. Click the **Submit** button on the Text Box to create the Blackboard item.

For further assistance, please submit a ticket through our Help Desk website at:

http://helpdesk.gallaudet.edu