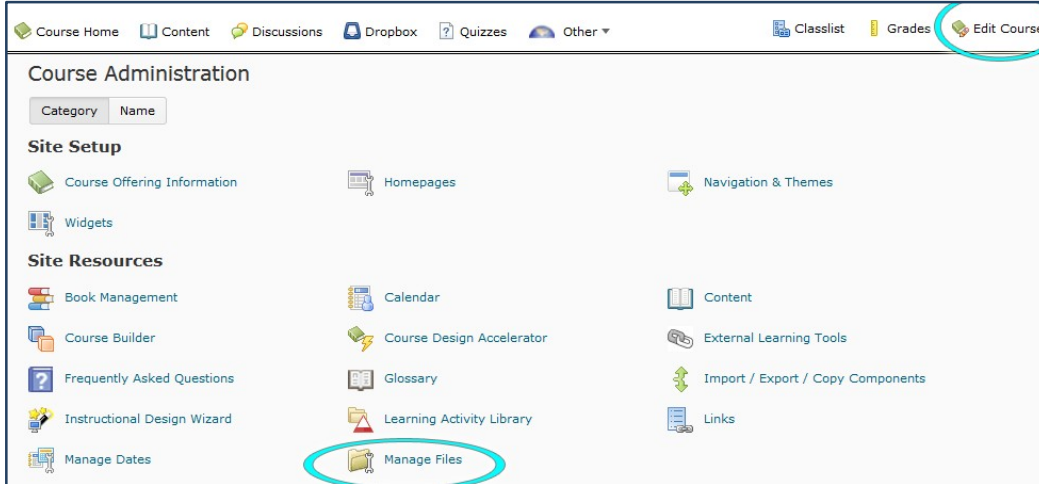
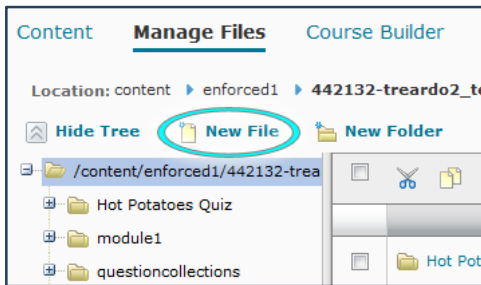


Bringing Your Videos into D2L

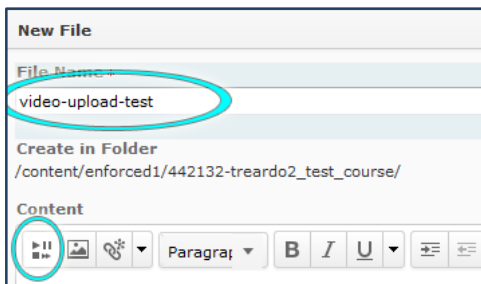
1. Open up your course and then click “Edit Course” in the top right corner. Under the “Site Resources” section, click “Manage Files.”



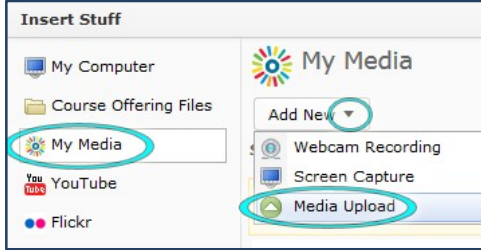
2. Click on the “New File” button.



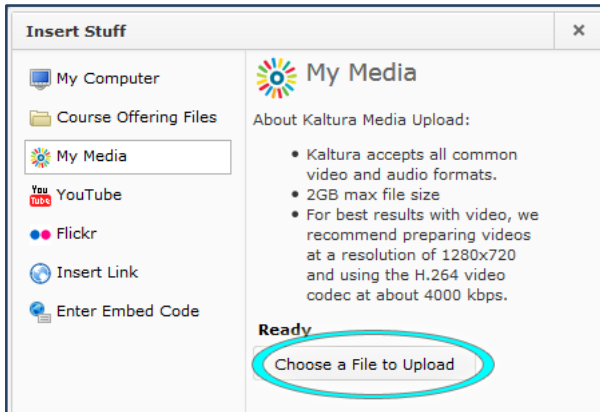
3. Fill in a title, and then click on the “Insert Stuff” button circled here.



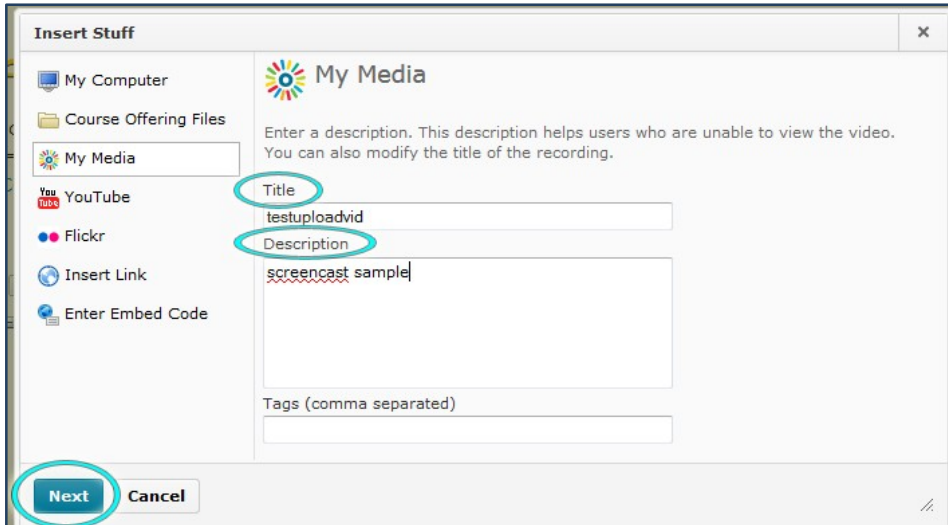
4. Click on “My Media” and then click the arrow next to “Add New” and choose “Media Upload” from the options.



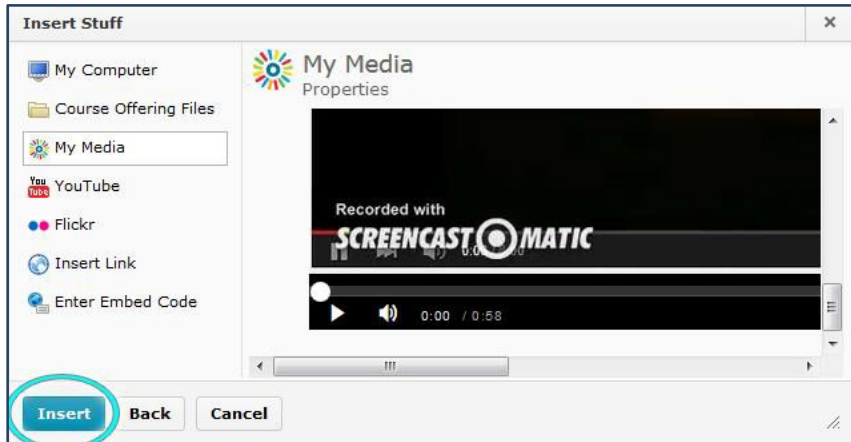
5. Click on “Choose a File to Upload,” and choose your video.



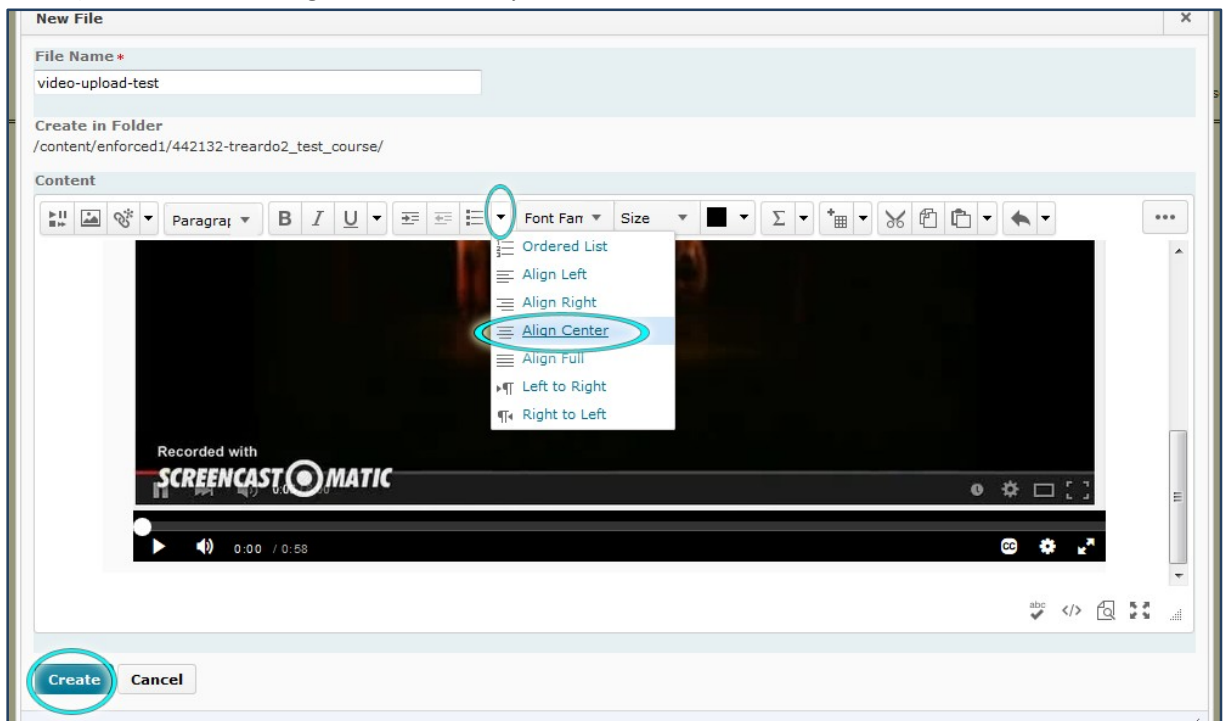
6. Enter a title and description and click “Next.”



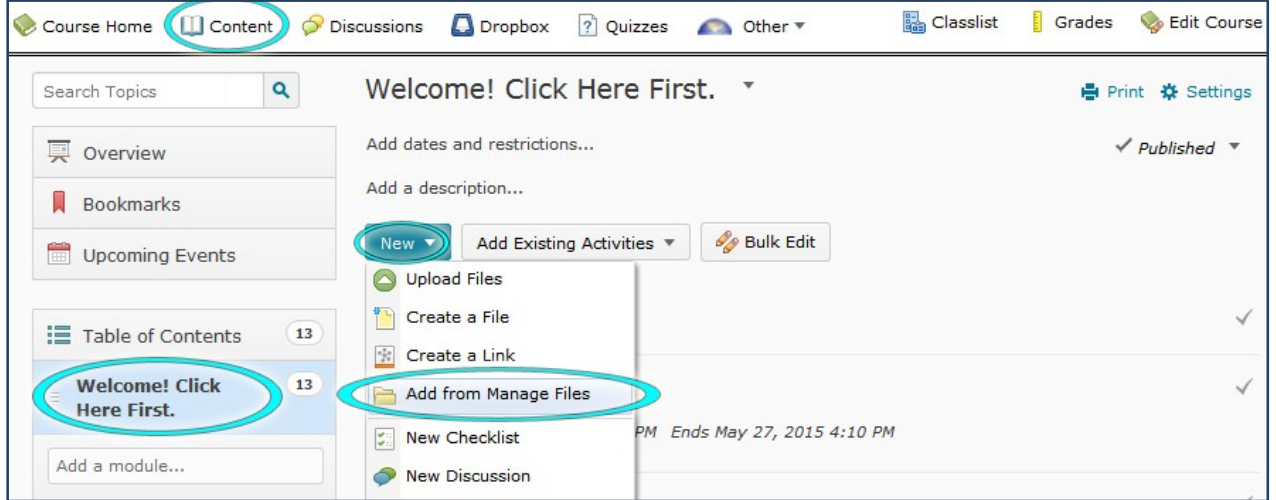
7. You will see a preview window of your video. If it is the correct one, click “Insert.” If not, you can click “back” and then choose a different video.



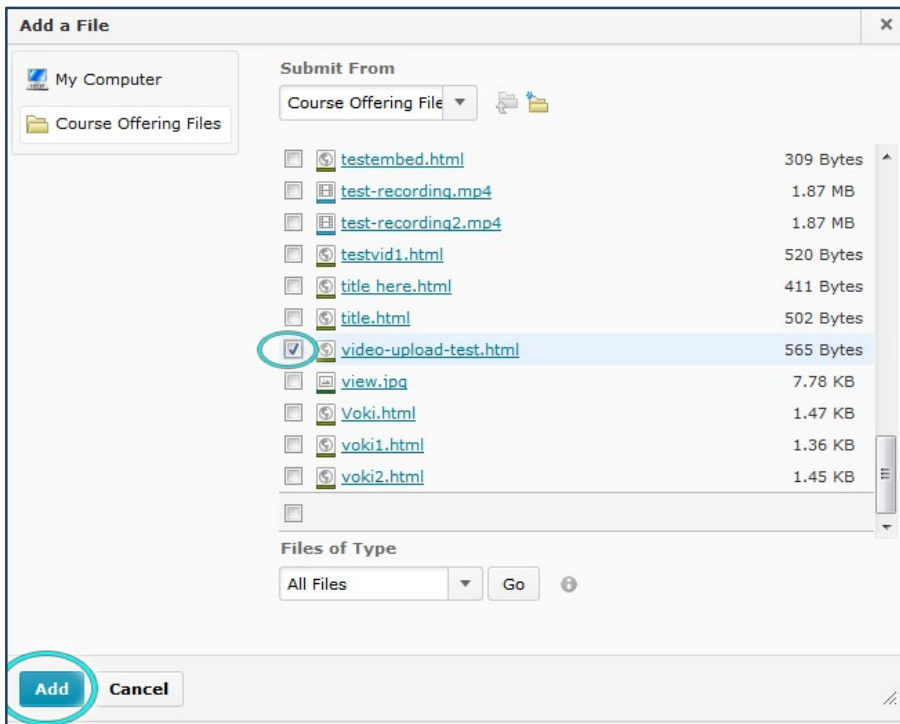
8. To center your video, click the drop-down arrow to the right of the ordered list button (circled below) and then click “Align Center.” Finally, click “Create.”



9. Click “Content,” choose your module (in the example it’s the Welcome module), click the blue “New” button, and then choose “Add from Manage Files.”



10. Check the box next to your video and click “Add.” Be sure you click the check box not the name; clicking the name will take you to a preview of the file.



11. Now the video is available in the module you placed it in, as well as loaded into the “My Media” upload section so that you can easily embed it in any lesson you wish.