

## Embedding Videos

1. Click inside the content box where you wish to place the video. In this example, I am going to place a video in the description for a module.

### Training ▾

Print Settings

Add dates and restrictions...

✓ Published ▾

→ Add a description...

Upload / Create ▾

Existing Activities ▾

Bulk Edit

Expand All | Collapse All

☰ Adding Content as a Sub-Module ▾

Upload / Create ▾ Existing Activities ▾

☰ Adding a module ▾ ✓

2. The editing window appears.

### Training ▾

Print Settings

Add dates and restrictions...

✓ Published ▾

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→

Update Cancel

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Upload / Create ▾

Existing Activities ▾

Bulk Edit

Expand All | Collapse All

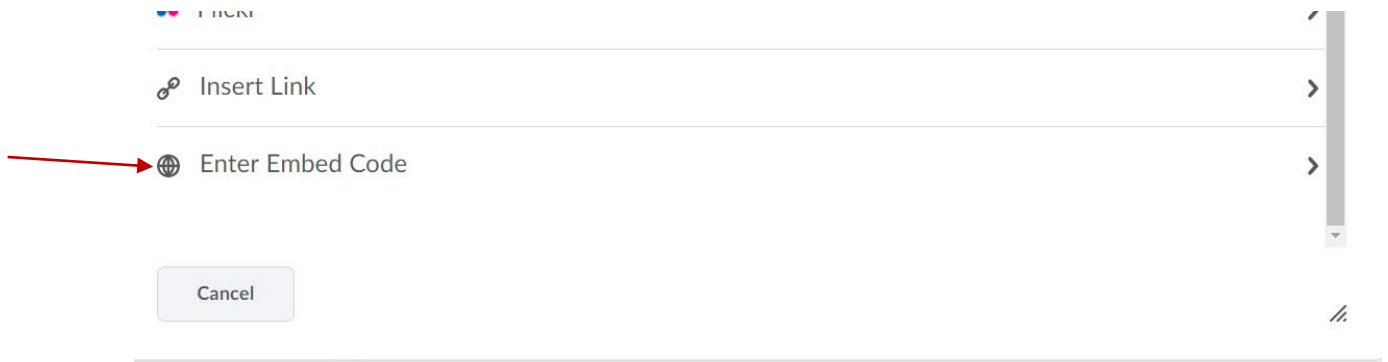
3. Click the video icon. The icon looks like a video play button.

The screenshot shows a course editor interface. At the top left, the word "Training" is displayed with a dropdown arrow. To the right, there are "Print" and "Settings" icons. Below this, the text "Add dates and restrictions..." is followed by a "Published" status indicator. The main area is a rich text editor toolbar. The first icon, a video play button, is highlighted with a red box. Other icons include a camera, a link, a paragraph dropdown, bold (B), italic (I), underline (U), bulleted list, numbered list, and a more options menu. Below the toolbar are "Update" and "Cancel" buttons, and a row of smaller utility icons. At the bottom, there are buttons for "Upload / Create", "Existing Activities", and "Bulk Edit", along with "Expand All" and "Collapse All" options.

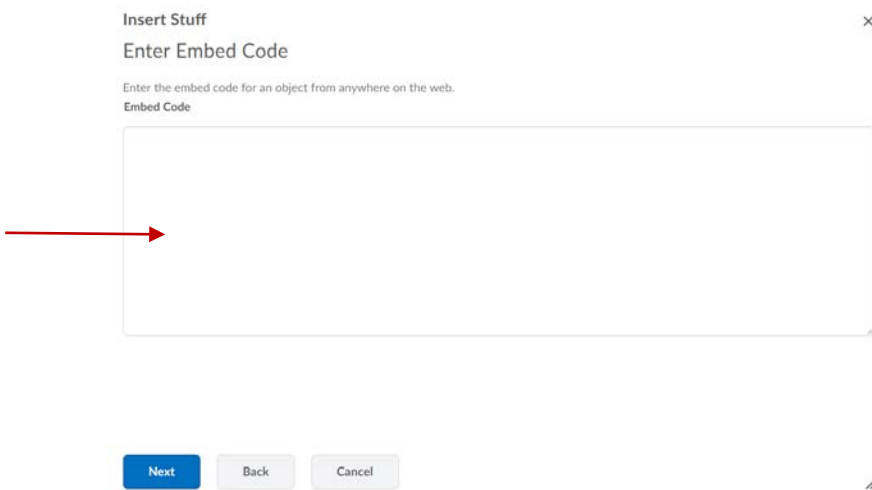
4. A smaller window will appear.

The screenshot shows a dialog box titled "Insert Stuff" with a close button (X) in the top right corner. The dialog contains a list of content sources, each with an icon and a right-pointing arrow: "My Computer", "Course Offering Files", "Learning Repository", "Video Note", "Video Note Search", "My Media", "YouTube", and "Flickr". A "Cancel" button is located at the bottom left of the dialog.

5. Scroll down to "Enter Embed Code". As your scrolling down you will see that some video repositories (i.e. YouTube) are already populated. You may click on (as an example) the YouTube to search for a YouTube video you wish to embed.



6. Paste in the embed code.



7. Click "Next".
8. You will see a preview.
9. Click "Insert".