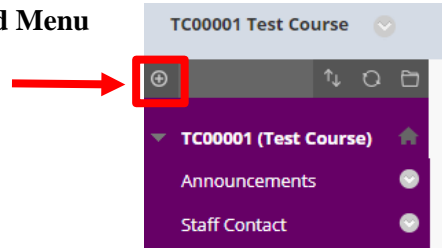# Access Echo360 Media Library to Edit Videos

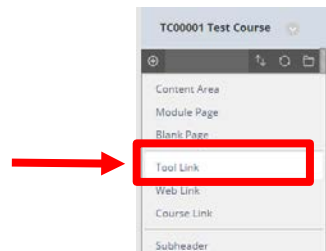**Blackboard Quick Guide**

You need access to Echo 360 Media Library if you would like to **edit** existing video or **make it interactive** by embedding quizzes. Here is how to set it up in your Blackboard course site:

1. Log into your course site in Blackboard. Click on the **Add Menu Item** button (on the left above your course menu):
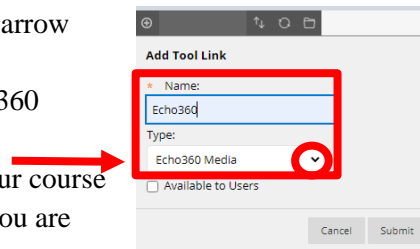
2. From the drop-down menu, select **Tool Link**:

3. Select the **Type** of the tool link by clicking on drop-down arrow and scrolling down to **Echo360 Media**.
Give this area a name (e.g., Echo360, Echo360 Media, Echo360 Library).
Available to Users: tick to make visible to students (e.g., your course has a video assessment or video activity); leave unticked if you are the only user of Echo360 Media.

4. Find the newly-created link to Echo360 Media Library at the bottom of the course menu:

You can **access** your current Echo 360 videos, **create new** or **upload existing** ones from any content editor in Blackboard (e.g., item, folder, discussion board posting, etc.):