

Upload your Video to YouTube

Blackboard Quick Guide

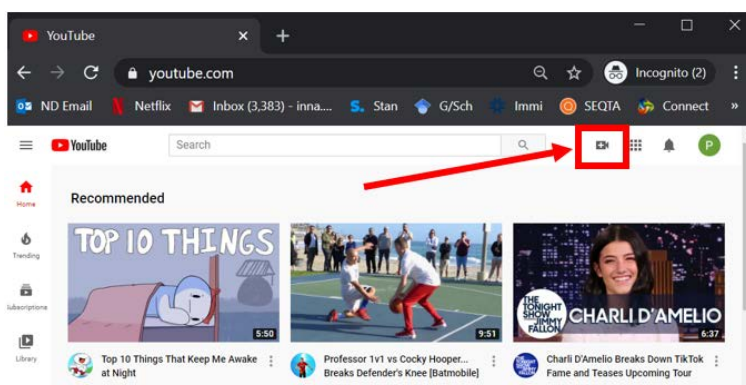
If you already have a video file, this guide is for you. If you are yet to create your video, please refer to our guides and videos [here](#) (see Content in Blackboard section) and also [here](#) (Collaborate and Zoom section).

If you have created a video using [Blackboard Collaborate](#), or [Zoom](#) saved in the cloud, you only have to share the link with your students in order to make the video available to them.

However, if your video was created using a smart phone, or a video camera, or Zoom saved on local computer, or PowerPoint – you now have a large video file. Please do not to upload it directly to Blackboard as the size and format often cause issues for students when downloading. Instead, it is better to upload files to Echo360 or YouTube and then link them in Blackboard.

You will find how-to guides and videos on how to do it using [Echo360](#) in our [LT1004](#) course in Blackboard, and this Guide will step you through first creating your YouTube account and then uploading your videos into YouTube as unlisted, so that only those with a link can access it.

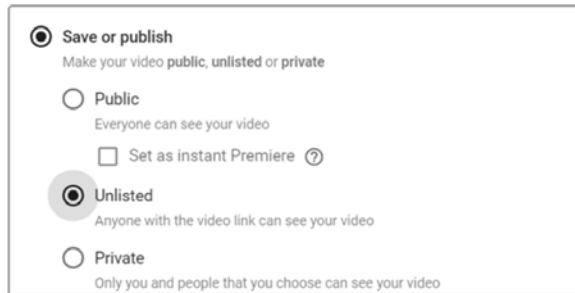
1. If you do not have a gmail account, set it up at <https://gmail.com/> . If you already have one and would not like to have it connected to YouTube, you can always create another one, just for your YouTube projects.
2. Once done, go to <https://www.youtube.com/> and create an account using your new gmail details.
3. In your new YouTube account, click on the little picture of a camera on top right of the screen:



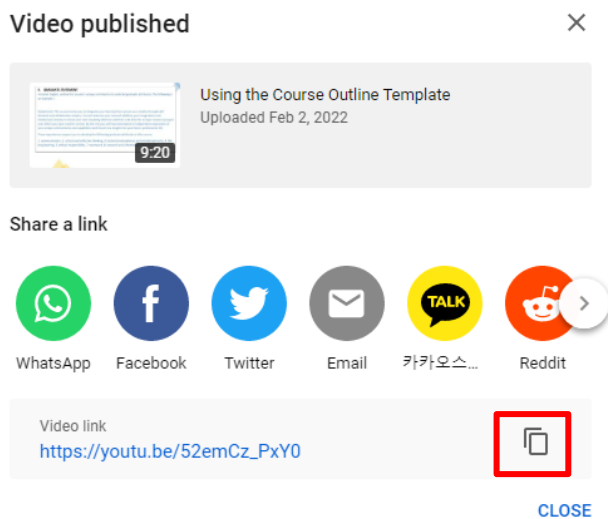
4. Select **Upload Video** and select file you would like to upload.

5. Fill out the form (eg, add title, description, state the fact that it was not made for kids, etc.) and click Next. You do not have to use Video elements and are not required to do anything in Checks screen. An important choice will be on the 4th screen (Visibility) – this is where you can make your video **Unlisted** (it will not be in any public spaces, will not come up in searches and only people

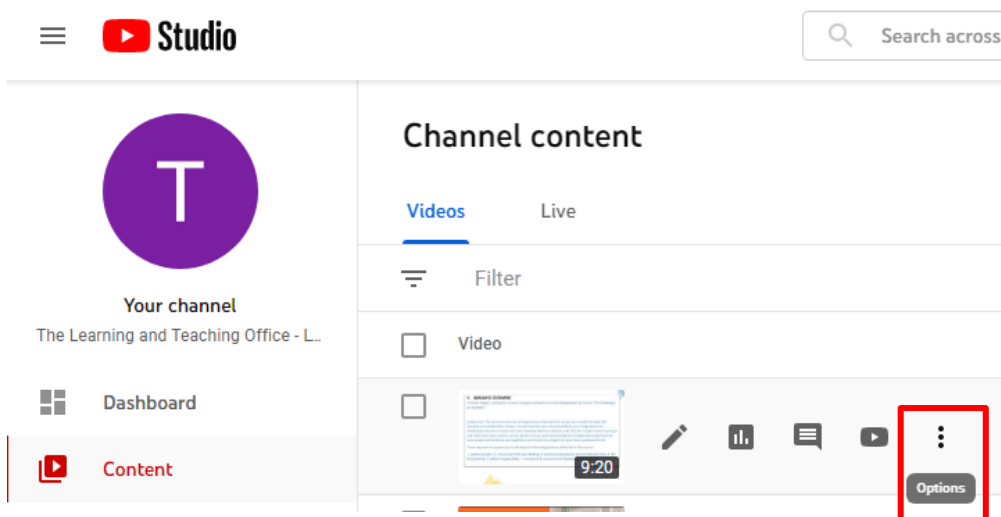
with the actual link to the video will be able to watch it). Click on **Save**.



6. You can copy and save the video link before closing:



7. You can also edit some of the details of your video after it was published: just hover your cursor over the title and use the Option on the menu:



8. [This Guide](#) explains how to embed your new video into Blackboard (method A).