
SUBMITTING A VIDEO ASSIGNMENT ON YOUTUBE

Your professor may ask you to record and upload a video as part of an assignment. The following steps help guide you through the process of recording and uploading a video using YouTube.



This guide will also focus on using YouTube to upload your video for sharing since this will give you the option to make your video **Unlisted**. This means that only your professor and those you chose to share the video link with can access your video. Unlisted videos will not appear in public spaces, such as search results or in any listings of videos in your channel.

While there are a number of options for creating, editing, and submitting a video assignment, the easiest way to make a video is to record it on a mobile device or on your computer using a webcam.

For the most up-to-date instructions for **how to upload your video using a computer, Android, or iPhone & iPad**, go to YouTube Help, Upload Video at:

<https://support.google.com/youtube/answer/57407?hl=en>

QUICK START GUIDE FOR UPLOADING A VIDEO TO YOUTUBE

1. Using an available application, record your video on a mobile device or on a computer using a webcam.
 - If you are not sure what application to use, you can always search for a **camera** in your operating system's search bar and select the application that has a video recording option.
2. To use YouTube to store videos, you will need a free Google Account and can sign up at <https://accounts.google.com/SignUp>
 - If you already have an active Google account, sign in.
3. Next, go to YouTube.com or open the YouTube mobile application.
 - If you are using a mobile device, it is recommended that you download the YouTube application and sign in using your Google account info.
4. Click or tap on the **camera icon** at the top of the home page.
 - Click Upload  if using a computer or tap  if using the mobile application.
5. Select an existing video to upload from your computer or your mobile device's gallery.
6. Edit your video's basic information and designate it as **Unlisted** so only those you share the link with, like your professor, have access to it.
7. Lastly, select "Publish" on your computer or tap "Upload" to finalize the upload.


CHANGE VIDEO SETTINGS TO UNLISTED IN YOUTUBE

Unlisted videos will not appear in public spaces, such as search results of your channel. Only those with the link will have access to the video.


IF USING A COMPUTER:

1. Sign in to YouTube Studio beta at <https://studio.youtube.com>
2. From the left menu, select **Videos**.
3. Hover over the video you'd like to update. Select the **Live** tab to see your live uploads.
4. Click the pencil icon under **Visibility** and choose **Unlisted** so only those you share the link with, like your professor, have access to it.


IF USING YOUR MOBILE DEVICE:

1. Sign in to YouTube on your mobile device.
2. Tap **Library**  **My videos**.
3. Next to the video you want to change, tap the **Menu** icon.
4. Tap **Edit**.
5. In the **Privacy** drop-down menu, choose **Unlisted** so only those you share the link with, like your professor, have access to it.
6. Tap the arrow at the top to save changes.

SHARE A YOUTUBE VIDEO

1. Under the video you want to share, click **Share** .
2. Select **Copy the link**.
 - a. Clicking the **Copy** button to copy a link to the video that you can paste somewhere else, like in a WTClass discussion post or assignment drop box.

SHARE A YOUTUBE VIDEO WITH A SPECIFIC STARTING POINT

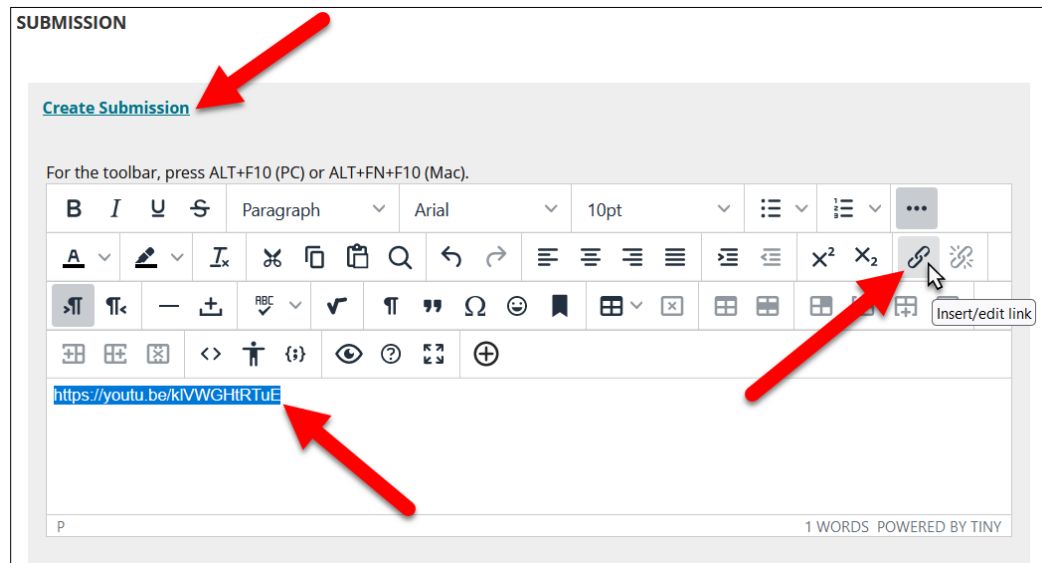
1. Under the video you want to share, click **Share** .
2. Select **Start at**.
 - a. To link to a specific part of the video, check this box and enter the start time before you copy the link. For example, to start the video at 2 minutes and 30 seconds, check the box and enter "2:30."

HOW TO SUBMIT AN ASSIGNMENT

When you finish your assignment, you must click Submit. If you do not, your instructor will not receive your completed assignment.

If your instructor has not allowed multiple attempts, you can submit assignments only once. Ensure that you have attached any required files to your assignment before you click Submit.

1. On the course menu, select the content area that holds the assignment (typically found within a folder for that week, chapter, unit, or module).
2. Click the name of the assignment.
3. On the Upload Assignment page, review the instructions and download any files provided by your instructor. If your instructor is using a rubric and has made it available, click the View Rubric button to view grading criteria.
4. Complete the assignment using the Create Submission option.
5. Click **Create Submission** to expand the Assignment Submission box, where you can type your response. You can use the content editor to format text, add files, images, links, and multimedia.
 - **Add your link to your YouTube video here.**
 - Paste the URL into the submission box, highlight the link and click **Insert/Edit Link** and then paste the URL into the **URL**. Click **Save** to make it a live link.



6. Optionally, type comments to your instructor in the Comments box.
7. Click **Submit**.
8. The Review Submission History page appears with information about your submitted assignment and a success message with a confirmation number. Copy and save this number as proof of your submission. For assignments with multiple attempts, you receive a different number for each submission. You will also receive an email with your confirmation number and details each time you submit coursework to your students @buffs.wtamu.edu email address.

HOW TO CREATE A DISCUSSION POST

Forum settings control who can post, and what other types of actions you can take, such as editing your own threads, posting anonymously, or rating posts. Depending on which forum settings your instructor has selected, you may be allowed to create a new thread.

1. Access a discussion forum and click **Create Thread** on the action bar.
2. On the Create Thread page, you can view the forum description to refer as you write your response. Type a **Subject** and **Message**. You can use the content editor functions to format the text and add files, images, web links, multimedia, and mashups.
 - **Add your link to your YouTube video here.**
 - Paste the URL into the submission box, highlight the link and click **Insert/Edit Link** and then paste the URL into the **URL**. Click **Save** to make it a live link.
3. Click **Submit** to publish your Message.

