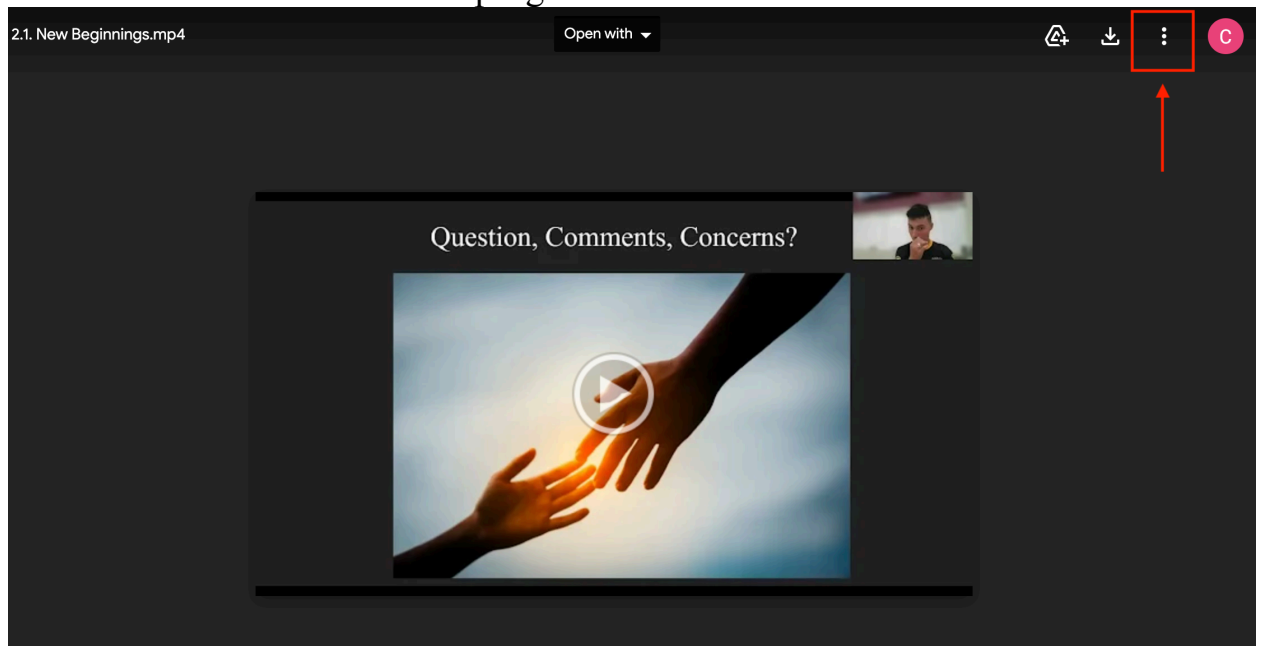
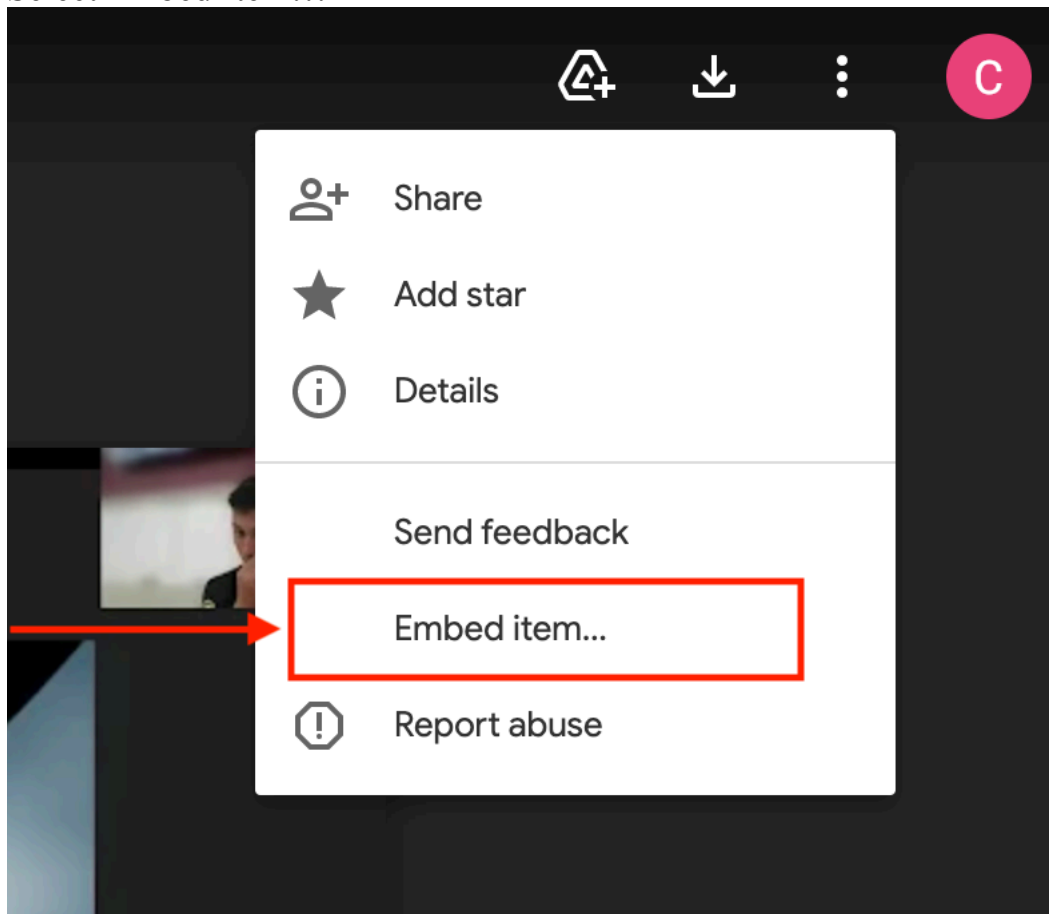


Instructions to Upload a Video from Google Drive

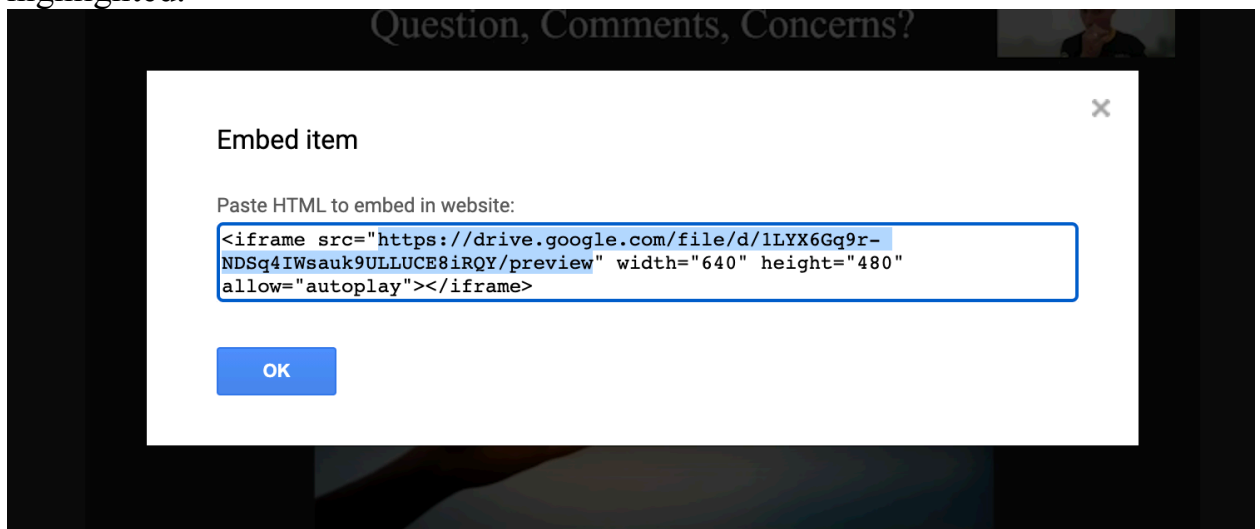
1. Select New Video from the Videos page.
2. Enter the information for Title and Uploader.
3. Ensure video is uploaded to Drive and go to the video.
4. Click on the three dots at the top right of the screen.



5. Select Embed Item...



6. Highlight and copy the link to the video from src= without the quotations highlighted.



7. Paste the link in the Link section on the website and select Create Video.
8. Ensure you receive the message that the video was successfully created.
9. Click the Back button.

10. You should now see your video displayed on the webpage.