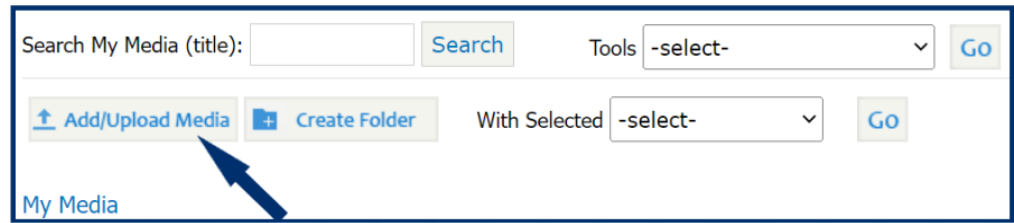# How To:

Upload Video
From YouTube & The 3C Video Server

3C Media
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LINKING A VIDEO FROM YOUTUBE

There are two ways you can upload video to your channel. Upload directly to the *3C Media Solutions* website or linking a video from YouTube. Let's start with a video from *YouTube*.
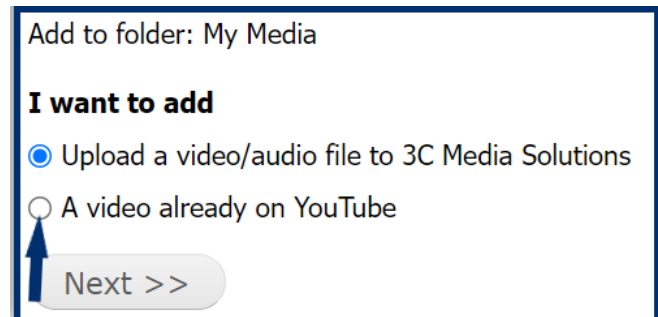
Click **ADD / UPLOAD VIDEOS.** *(Figure. 1)*

Click A **VIDEO ALREADY ON YOUTUBE.** *(Figure 2)*
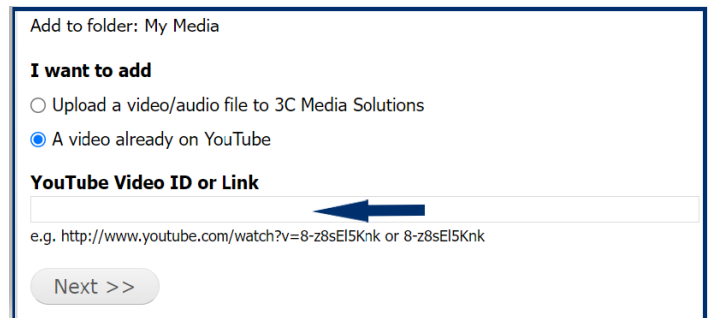
(Figure 2)

Paste the YouTube link of the video you want to upload to the *3C Media Solutions* site. Click **NEXT**. *(Figure 3)*

(Figure 3)

Fill in the fields on the next page and check the box next to Terms and Conditions. The title of the video automatically fills in for you. Click Next. (Figure 4)

(Figure 4)

Your video is now linked to your channel. It is not a file uploaded to the *3C Media Solutions* site but linked from *YouTube* to your channel.

If you have questions or want more information you can e-mail **TechConnect Support** at support@ccctechconnect.org.

On this page, you can add the video to your playlist, view and play the video, edit the description or title, or delete the video from your channel. If you delete it, you will only delete the link from the 3C Media Solutions site, not the video on YouTube. Details & Options will give you tools and links to share the video, and request captions from the DECT grant (Figure 5).

☐ Using African history as a tool for Change | Zeinab Badawi | TEDxEuston	03-08-22		Available	Details & Options Add to Playlist View | Edit | Delete
☐ video	04-11-19		Available	Details & Options Add to Playlist View | Edit | Delete

(Figure 5)

UPLOADING A VIDEO TO 3C MEDIA SOLUTIONS

You can upload videos directly to the *3C Media Solutions* site. Uploading videos directly to *3C Media Solutions* gives you options to secure your video content that other public sites may not be able to provide. Videos uploaded directly to *3C Media Solutions* sever are not shared on the site unless the media is made public. The next few steps will show you how to secure and upload the media to the *3C Media Solutions* server.

Click **ADD / UPLOAD VIDEO**. *(Figure 6)*

(Figure 6)

Search My Media (title): [   ] [Search]   Tools [-select-   ▾] [Go]

⬆ Add/Upload Media   ⊞ Create Folder   With Selected [-select- ▾]   [Go]

My Media
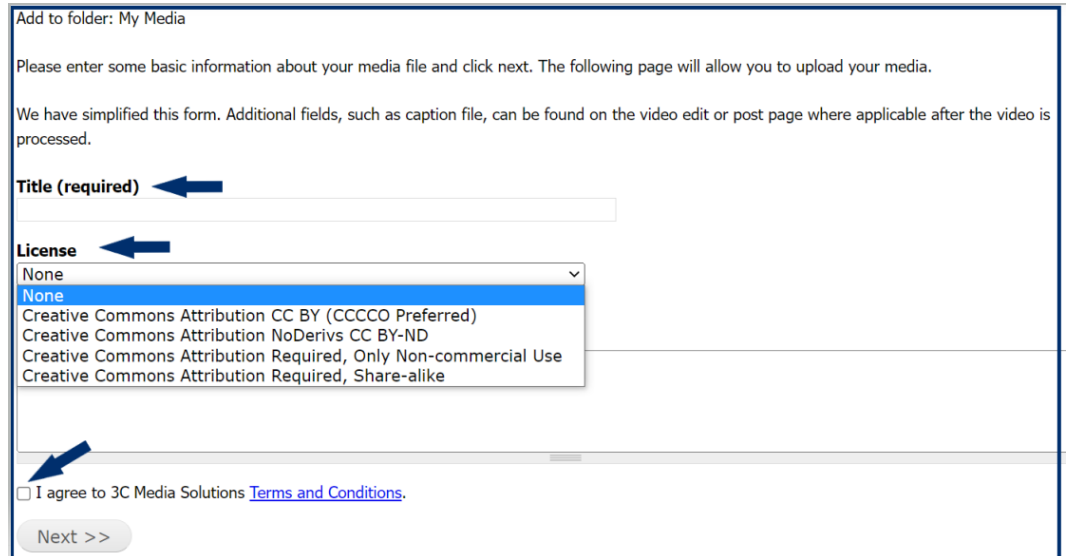
Upload a video to 3C Media Solutions is already selected. Click **NEXT**.   *(Figure 7)*

(Figure 7)

Add to folder: My Media

I want to add

⦿ Upload a video/audio file to 3C Media Solutions

◯ A video already on YouTube

Next >>

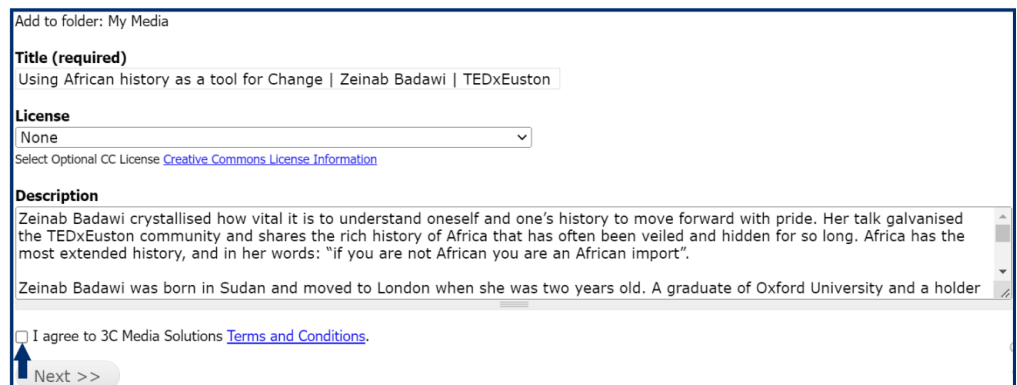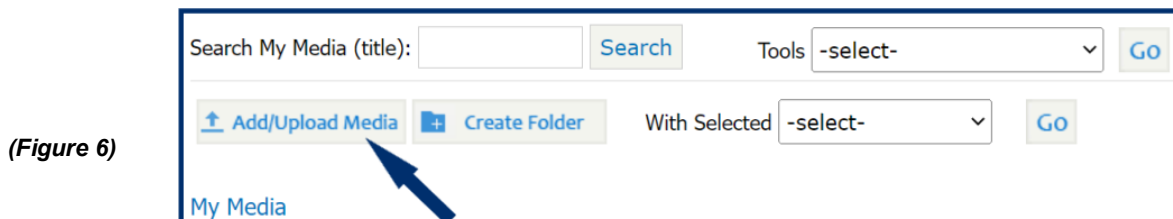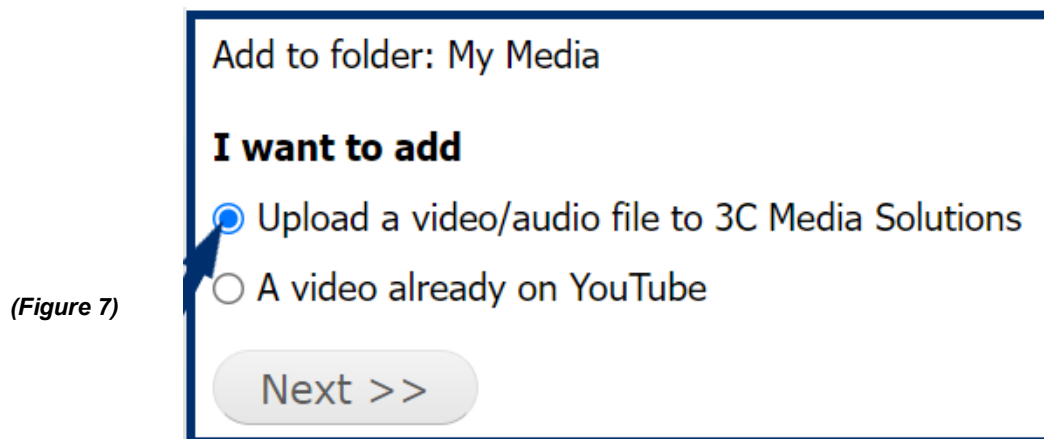---

If you have questions or want more information you can e-mail
TechConnect Support at support@ccctechconnect.org.
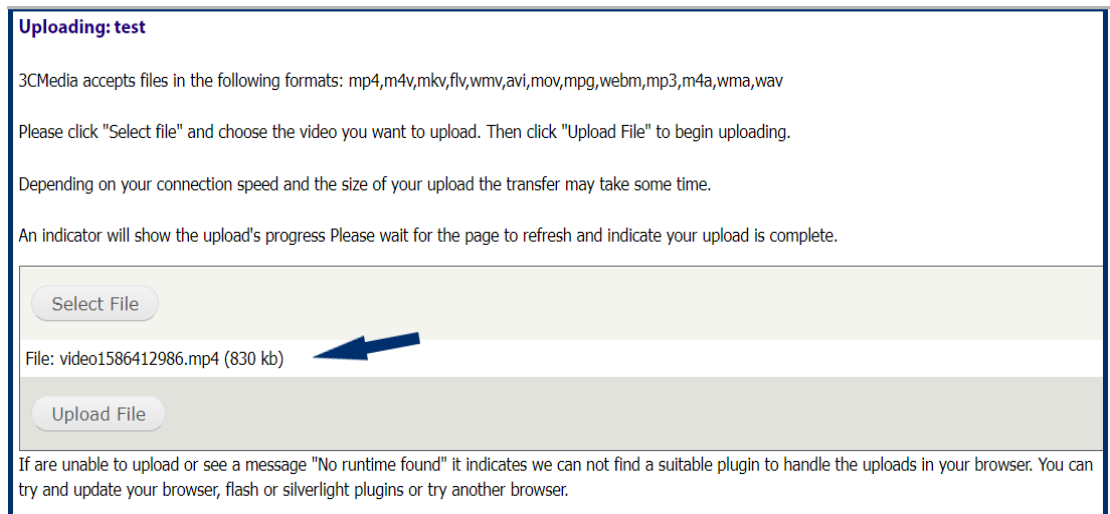
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Fill out the required fields about the video: title, description, and the license type. The description is optional, but providing a brief description of your video using keywords will be beneficial when using search mode. Check the box for terms and conditions and click next.   *(Figure 8).*

(Figure 8)

Add to folder: My Media

Please enter some basic information about your media file and click next. The following page will allow you to upload your media.

We have simplified this form. Additional fields, such as caption file, can be found on the video edit or post page where applicable after the video is processed.

Title (required) ⬅

License ⬅
None ⌄
None
Creative Commons Attribution CC BY (CCCCO Preferred)
Creative Commons Attribution NoDerivs CC BY-ND
Creative Commons Attribution Required, Only Non-commercial Use
Creative Commons Attribution Required, Share-alike

☐ I agree to 3C Media Solutions Terms and Conditions.

Next >>

Select the file that will be uploaded to the *3C Media Solutions* site. The following files are currently accepted for uploading to the site: MP4, M4V, MKV, FLV, WMV, AVI, MOV and WEBM. Click **SELECT FILE** and select the file to upload. *(Figure 9)*

(Figure 9)

Uploading: test

3CMedia accepts files in the following formats: mp4,m4v,mkv,flv,wmv,avi,mov,mpg,webm,mp3,m4a,wma,wav

Please click "Select file" and choose the video you want to upload. Then click "Upload File" to begin uploading.

Depending on your connection speed and the size of your upload the transfer may take some time.

An indicator will show the upload's progress Please wait for the page to refresh and indicate your upload is complete.

Select File

File: video1586412986.mp4 (830 kb) ⬅

Upload File

If are unable to upload or see a message "No runtime found" it indicates we can not find a suitable plugin to handle the uploads in your browser. You can try and update your browser, flash or silverlight plugins or try another browser.

Depending on your connection speed and the size of the file the transfer speed will vary.

Click **UPLOAD FILE**. An indicator will show the progress of the file. *(Figure 10)*

Uploading:

3CMedia accepts files in the following formats: mp4,m4v,mkv,flv,wmv,avi,mov,mpg,webm,mp3,m4a,wma,wav

Please click "Select file" and choose the video you want to upload. Then click "Upload File" to begin uploading.

Depending on your connection speed and the size of your upload the transfer may take some time.

An indicator will show the upload's progress Please wait for the page to refresh and indicate your upload is complete.

Processing Upload

File: MPICT Open 2014.mp4 (3.8 mb)

Upload File

(Figure 10)

After your upload is complete, your video will be processed, posted, and ready for viewing. Always check to be sure the conversion was successful.

Under the status column, you will see added, uploaded, or available. Added indicates the upload did not complete; you will need to upload again. Uploaded means the video is processing, and once the conversion completes, it changes to available. When the video shows available, the video is done processing and is ready to be viewed or edited.   (Figure 11)

	Title	Date		Status	Options
☐	Forgotten Wars - The Roman Invasion of Nubia (24 BC) DOCUMENTARY	10-22-21	ROMAN INVASION OF NUBIA	Available	Details & Options Add to Playlist View | Edit | Delete
☐	gordon lightfoot			Uploaded	Delete
☐	He passed For Black To Marry Black Woman - The Story Of Clarence King	03-15-21		Available	Details & Options Add to Playlist View | Edit | Delete

(Figure 11

If you have questions or want more information you can e-mail
TechConnect Support at support@ccctechconnect.org.

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The same options for videos uploaded to the 3C Media Solutions site are also available with the YouTube video you linked to earlier; see page 2. If you delete the video, you will delete the video from the site permanently.

Are you sure you want to delete the video item *gordon lightfoot*? This action cannot be undone.

Delete   Cancel
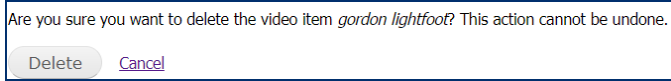
Click edit to upload caption files for videos uploaded to 3C Media Solutions and videos linked from YouTube. Acceptable file formats are SRT, DFXP, and WEB VTT files. If you are not uploading a caption file at this time, leave the box blank. You can upload the caption file anytime.   (Figure 12)
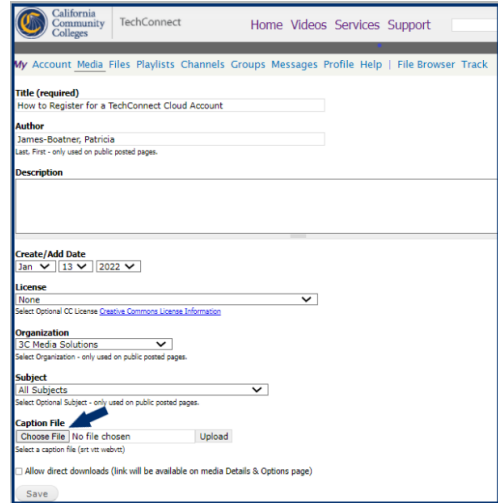
(Figure 12)

You can also create folders to organize the many videos you will be uploading. Once you have created a folder you can change its settings or get the link for it by Clicking on **Folder Options / Link**.   *(Figure 13)*
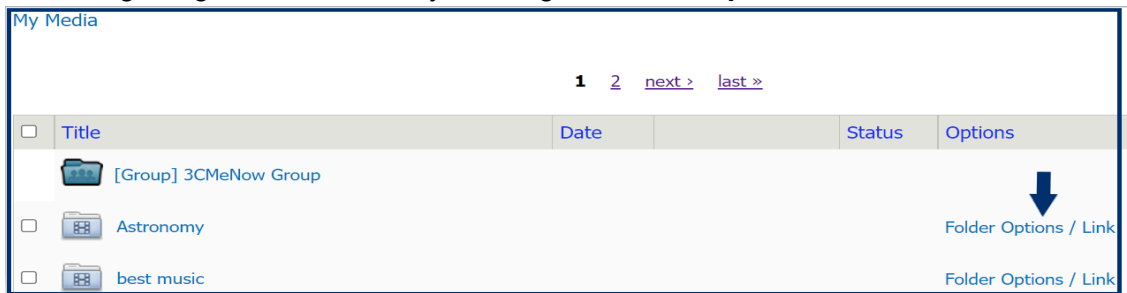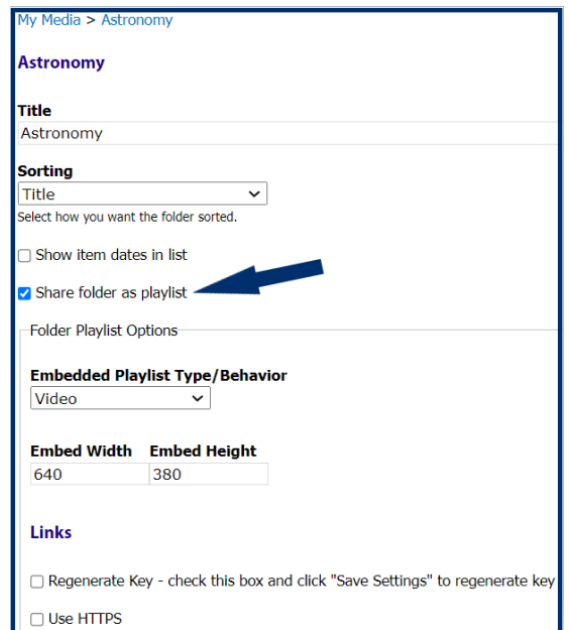
(Figure 13)

Here you can change the **Title**, turn the folder into a **Playlist**, **Regenerate** the key for a new link or copy the **Embed Code**. To make the folder to a playlist Click the box to the left. *(Figure 14)*

You can change the Embedded Playlist type to either video or audio and change the width and height of the embedded media.

Note: When deleting a folder remember to make sure the folder is empty of all its files.
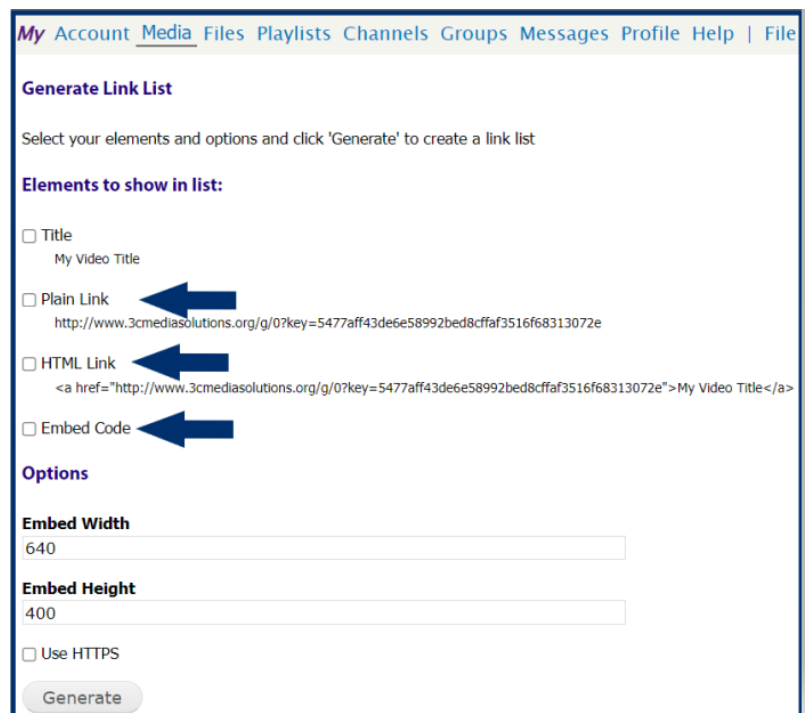
Click **SAVE SETTINGS** to save any changes made.

(Figure 14)

You also have the ability to move videos to folders or create **Plain, HTML** or **Embed** links by using the **WITH SELECTED** pull down menu. Select **Create Link List** and Click **GO** to create the links.

Click on the appropriate link listed to get the code needed. *(Figure 15)*
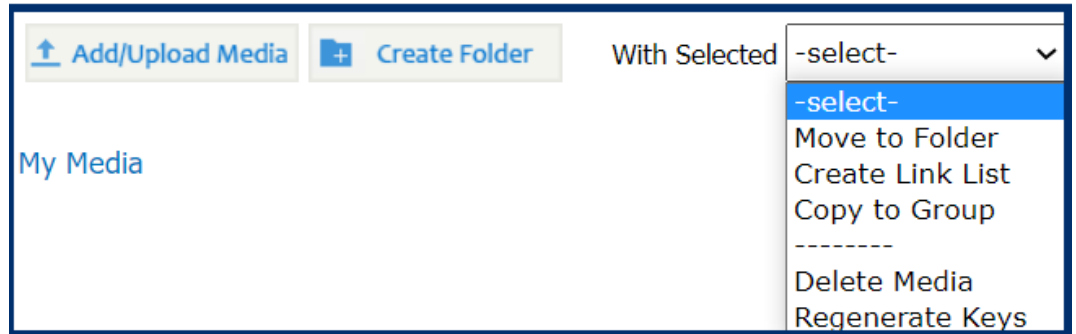
(Figure 15)

To learn more on how to create folders watch *How to Use Folders* on the **Support** page on the *3C Media Solutions* web-site to learn how to use these features.

There are many other features available for your use once you have uploaded or linked videos to your channel. We recommend you watch, *How To Create A Playlist* and *How To Embed Your Video*.

If you have questions or want more information you can e-mail
TechConnect Support at support@ccctechconnect.org.