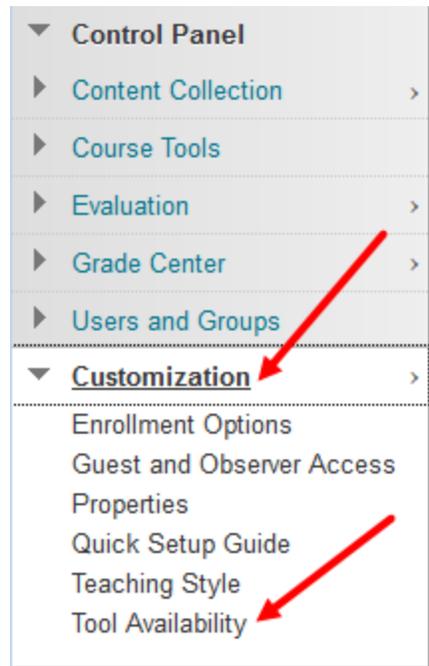


Uploading & Posting Media Content to a Bb Course using NJVID

NJVID is a video storage and streaming service York purchased for instructional purposes. Instructors can post instructional videos using the service. It can also be used to collect students' video assignments. The latter will be described in another tutorial. In this tutorial you will learn how to enable the tool and post your videos in Blackboard.

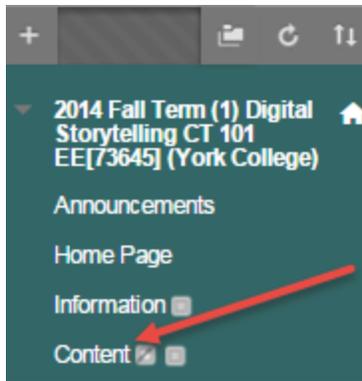
1. Go to your Blackboard course site and click Customization, then “Tool Availability”.



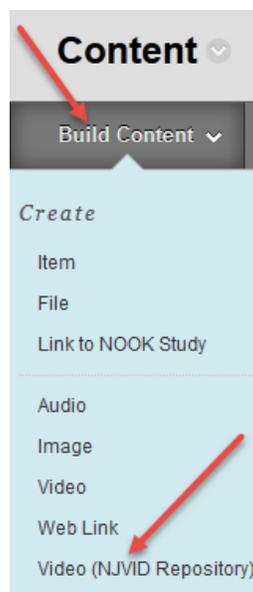
2. On the “Tool Availability” page check the checkboxes for “NJVID Integration Tools”, “NJVID Media Player” and “Video (NJVID Repository)”. The tool names on this page are listed alphabetically.

| | | | | |
|--------------------------|-------------------------------------|--------------------------|--------------------------|-------------------------------------|
| NJVID Integration Tools | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| NJVID Media Player | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Video (NJVID Repository) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

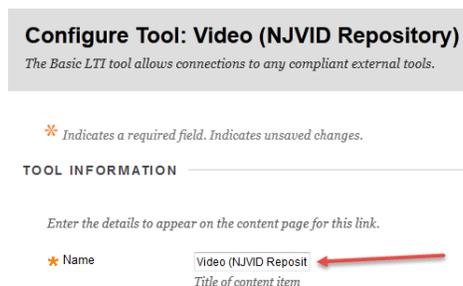
3. Click Submit. Now the NJVID tool is enabled. Make sure all three NJVID check buttons are enabled in the “Course Tools” section.
4. To access the tool within the course, click on any appropriate content area such as Information, Course Documents, Etc.



5. On the top action buttons hover your mouse over the “Build Content” menu link and click the “Video (NJVID Repository)” link.



6. This will bring you to the “Configure Tool: Video (NJVID Repository) window. Next to “Name” delete the title “Video (NJVID Repository)” from the content item title box.



7. Enter a **unique name** for the media you will be uploading. Every time you upload a piece of media you must give it a unique name. **This allows for the tracking of usage.**

Configure Tool: Video (NJVID Repository)

The Basic LTI tool allows connections to any compliant external tools.

* Indicates a required field. Indicates unsaved changes.

TOOL INFORMATION

Enter the details to appear on the content page for this link.

* Name

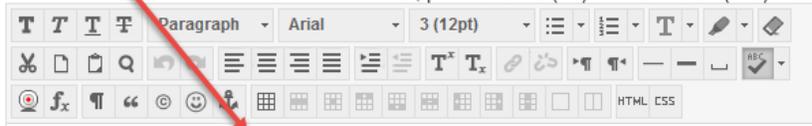
Week 1 Lecture

Title of content item

- Below the “Name” field, there is a box in which you can write a description of the selected media or instruction.

Description

Press Tab to enter the content editor. For the toolbar, press ALT+F10 (PC) or ALT+FN+F10 (Mac).



The screenshot shows a rich text editor toolbar with various icons for text formatting, alignment, and insertion. A red arrow points to the text color icon (represented by a 'T' with a color swatch).

- Additionally, in the “Options” section you can refine when a particular clip of media can be viewed by students.

OPTIONS

Set the availability options for this content item.

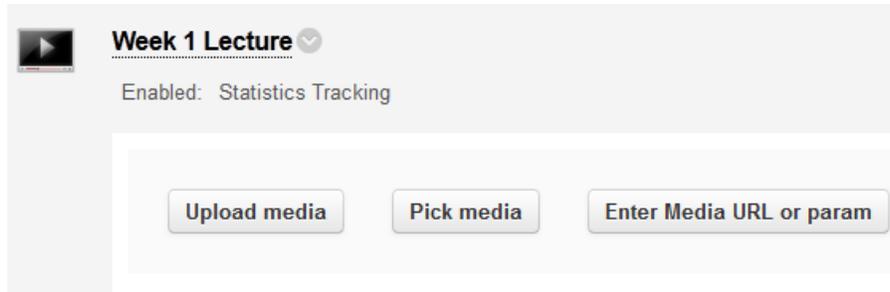
* Permit users to view this content Yes No

* Track number of views Yes No

* Select date and time restrictions Display After
Enter dates as mm/dd/yyyy.

Display Until
Enter dates as mm/dd/yyyy.

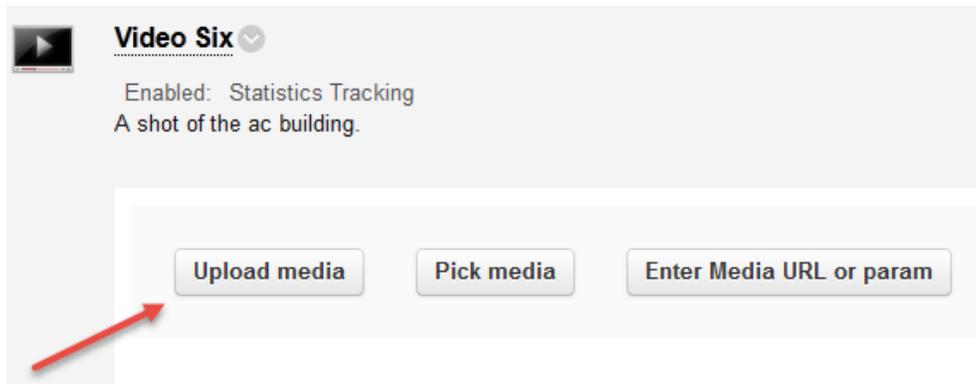
- Click submit.
- Once you’ve clicked submit you will be taken back to the “Content” window. Allow the page to load and finish scrolling. The newly created **media player** will appear in the “Content” window.



12. If you encounter an error message, click refresh at the top of the course menu.



13. If you are adding new media content in the newly created media player click on “Upload media.”



14. You will be taken to the “Upload Media” window.



15. Click on “Upload from Device” and a browser window will be displayed.

16. You will be taken to the “Upload Media” window. Click on “Upload from Device”

Upload Media

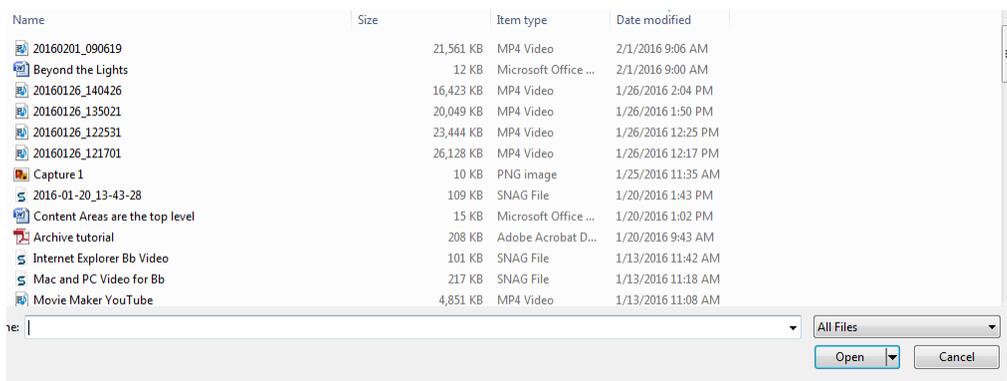
Source



Upload from Device

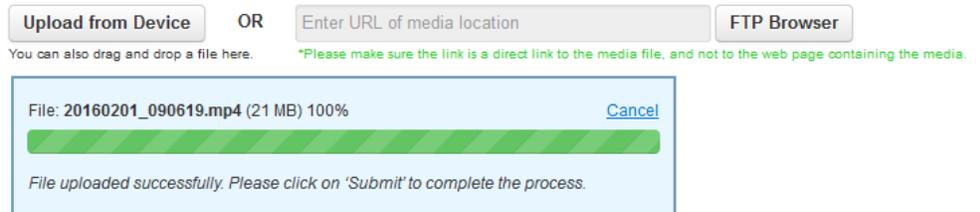
You can also drag and drop a file

17. You will be taken to a browser window. Select the file you want and click “Open”.



18. The selected video file will upload to Blackboard. You will be notified once the upload is complete.

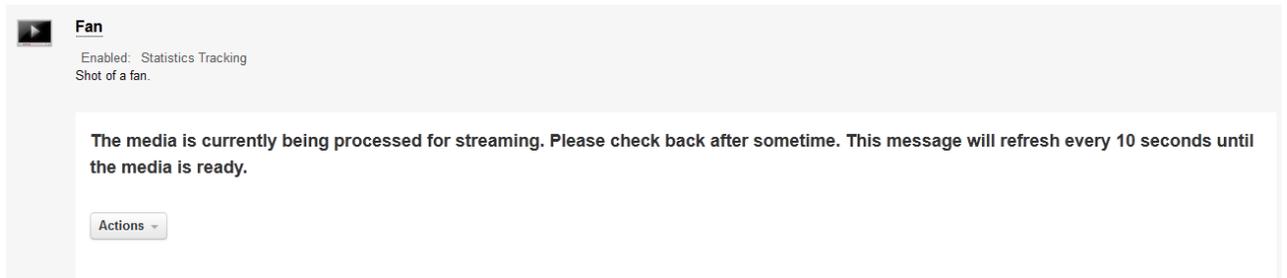
Source



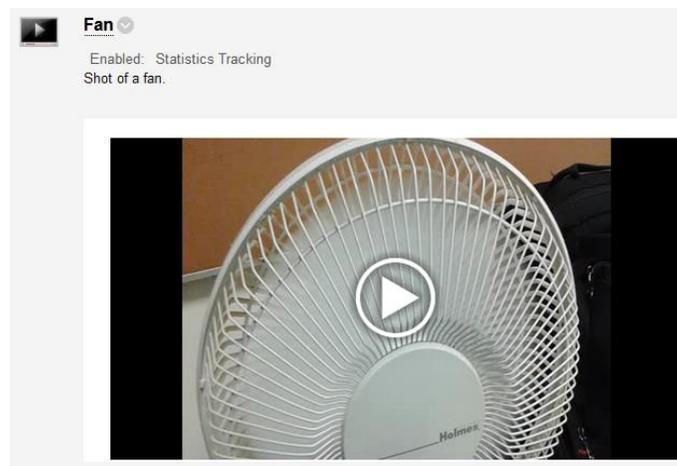
19. Once the file has uploaded click “Submit” at the bottom of the page.

Submit

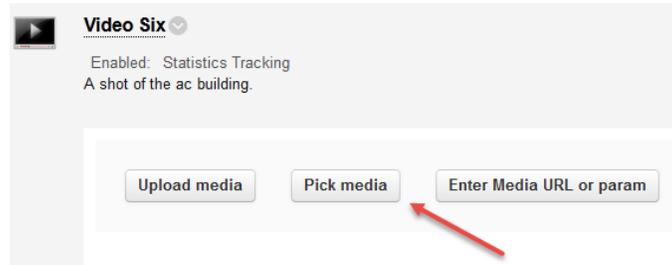
20. You will be taken back to the content window page. It will take anywhere from a few seconds to a few minutes for you video to show up in the player. Blackboard will alert you to the progress.



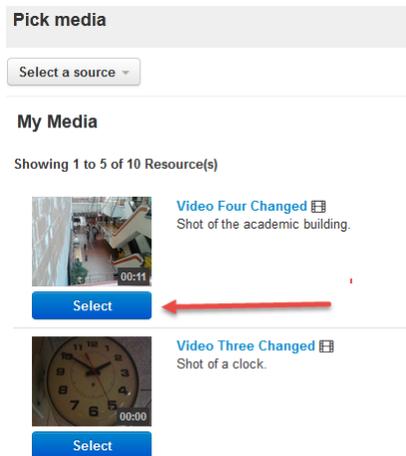
21. Once your media finishes processing, it will be ready for viewing in the player.



22. If you are simply adding media that you have already at least once uploaded, click on “Pick media.”



23. Under “Pick Media” a list of all previously uploaded media will appear. Click the “Select” button under the video clip you want to post.



24. You will be taken back to the “Content Page.” Your media is now available for viewing.

