

YouTube FAQ for Durham Tech Instructors



1. How do I access videos that I previously uploaded to YouTube?

- Go to youtube.com and sign in
- In the top right, select your account icon (circle with either your initial or picture on it) and then choose **Creator Studio**
- On the left, click **Video Manager**. A list of your uploaded videos appears.
- Click **Edit** beside any video to see/change its settings or other info

2. What's the difference between *public*, *unlisted*, and *private*?

- *Public videos*
 - Can be seen by anyone
 - Show up in search, related videos, recommendations, and subscriber feeds
- *Unlisted videos*
 - Can be seen by anyone who has the link. (And those with the link can share it with others.)
 - Do NOT show up in search, related videos, recommendations, and subscriber feeds
- *Private videos*
 - Can be seen only by you and any users you specifically share it with
 - Do NOT show up in search, related videos, recommendations, and subscriber feeds

3. How do I change the default settings -- so I don't have to change them for each video I upload?

- Go to youtube.com and sign in
- In the top right, select your account icon (circle with either your initial or picture on it) and then choose **Creator Studio**
- On the left, click **Channel > Upload defaults**
- Choose your default settings and click Save

NOTE: Default settings only affect videos uploaded through a web browser on YouTube. If you upload videos via mobile, video editor, or other means, they won't respect your default settings.

4. Will my video be captioned automatically?

Typically, yes. YouTube's help pages say this:

If automatic captions are available, they'll automatically be published on the video. Automatic captions may not be ready [right away]. Processing time depends on the complexity of the video's audio.

YouTube is constantly improving its speech recognition technology. However, automatic captions might misrepresent the spoken content due to mispronunciations, accents, dialects, or background noise. You should always review automatic captions and edit any parts that haven't been properly transcribed.

For more info, see [Use automatic captions](http://bit.ly/youtube-auto-captions) on YouTube's Help site [http://bit.ly/youtube-auto-captions].

5. How can I edit the captions?

- Follow the steps in item 1 above to **Edit** a video's information.
- Click **Subtitles and CC** at the top.
- Assuming your video has automatic captions, under PUBLISHED, click **English (Automatic)**.
- Click inside any line of the caption text and edit the text. Click **Save Changes**.

For more info, see [Edit or remove captions](http://bit.ly/youtube-edit-captions) on YouTube's Help site [http://bit.ly/youtube-edit-captions].

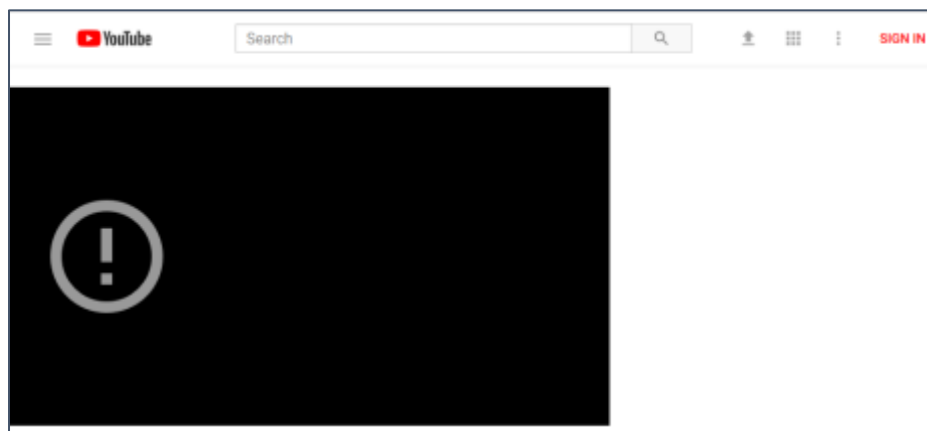
6. Is there a way I can share my videos only with students?

There's not a great way, at this time. (But we're working on it for the future.) Some options:

- Theoretically, you could **set the video to Private, then share it**, by entering all of your students' email addresses. This really is not a good option at all!

However, if you use a ConnectMail account to upload to YouTube, you can set the video to Private, and share it, by checking a box so that *"everyone at connect.durhamtech.edu can view"*. This limits viewing to current and former Durham Tech students.

- **PROBLEM:** Students may have trouble viewing the video. When they click the video link (from Sakai or anywhere), YouTube will display a black box with an exclamation point – there's no prompt telling students they must log in to ConnectMail to view the video.



NOTE: Do not *embed* a private shared video in Sakai (or anywhere) – a black screen will display with the message "This video is unavailable".

- **Another option: Upload video to Google drive** (instead of YouTube) using a ConnectMail account. This method offers a similar setting to share the video so anyone with a ConnectMail account can view. When students click the video link (from Sakai or anywhere), they are prompted to log in to ConnectMail.

7. I'm not a YouTube fan. Are there other options for uploading videos?


There are many options out there, and each has its pros and cons. Regrettably, with our limited resources, Instructional Technologies isn't able to provide training/support for multiple platforms! After researching and weighing the pros and cons, we think YouTube is the best option at this time.

One other option (for which we can provide limited help) is to upload your videos to Google drive – using either a personal account or a ConnectMail account.

PROS include...	CONS include...
<ul style="list-style-type: none">○ Cleaner, uncluttered screen○ No per video length limit (15 GB storage limit for personal accounts)○ Can upload multiple videos at a time○ Can share only with those who have a ConnectMail account (to do this, instructor must have ConnectMail account)	<ul style="list-style-type: none">○ No automatic captioning○ Cannot use with EdPuzzle○ Viewers can download your videos○ Embed fails when shared only with those who have a ConnectMail account (but linking works pretty well)

Basic steps to upload MP4 videos to Google Drive:



- Go to <https://www.google.com/drive/>
 - Click **Go to Google Drive**
 - Sign in with a personal gmail/Google or ConnectMail account
- Make a folder to keep your videos in:
 - Click **NEW** in the top left and choose **Folder**
 - Type in a name and click **CREATE**
- Share the folder so students can see the videos you put in it:
 - Click on your new folder to highlight it
 - Click the **Share icon**  in the top right
 - Click **Advanced**
 - Beside Private, click **Change**
 - If using a personal account, choose "Anyone with the link"
If using a ConnectMail account, choose "Anyone at Durham Tech CC with the link"
 - Click **Save**, and then click **Done**
- To upload MP4 video files into the folder:
 - NOTE: The files will have the same sharing rights as the folder in which you place them.*
 - Double-click on your new, shared folder to open it
 - Click **NEW** in the top left and choose **File upload**
 - Navigate to find and select your MP4 file to upload. (You can select multiple files using Shift-click or Ctrl-click.)
 - After the file uploads, you can double-click on it to view it. You will probably see this message: "We're processing this video. Please check back later." It may take a while to process before you can view it.
- To get a link to the video (after it has finished processing):
 - Double-click on the video to view it
 - Click the **3 vertical dots** in the top right and choose **Share**
 - Choose **Get Shareable link** and then click **Copy link**
- To get an embed code:
 - Double-click on the video to view it
 - Click the **3 vertical dots** in the top right and choose **Open in new window**
 - Click the **3 vertical dots** again and choose **Embed item...**
 - Copy the HTML embed code. Make sure you get the whole thing:
 - It starts with `<iframe`
 - and ends with `</iframe>`