

Computer Tutorial:

Use YouTube to Upload Videos for Private Viewing

Purpose: To demonstrate how to upload videos to YouTube for private viewing for speech classes, and then share the link so others can view the video.

Copy the video from your camera or mobile device to your computer. (See your device's documentation for details related to your particular device.)

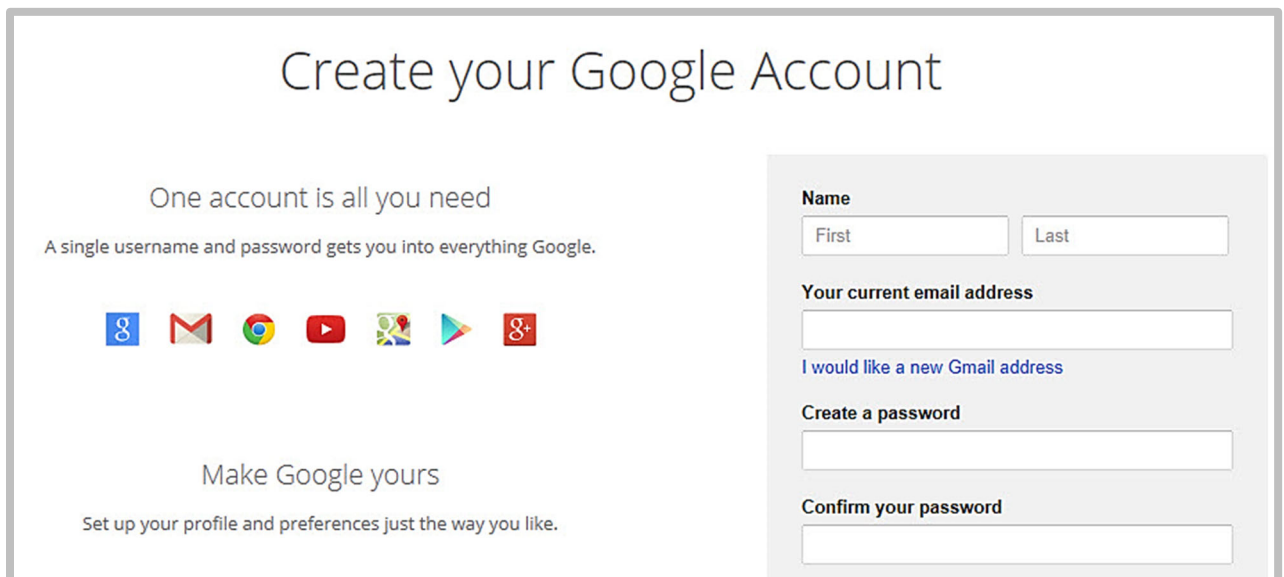
Before you upload the video to YouTube, make any edits that you would like, and then make sure that it is converted into a proper format. There are a wide variety of programs and websites that can convert video for free. YouTube accepts the following formats:

- .avi (Audio Video Interleaved)
- .3gpp (3rd Generation Partnership Project)
- .mov (QuickTime Movie)
- .mp4 (Motion Picture Experts Group Part 14)
- .mpeg or .mpg (Motion Picture Experts Group)
- .flv (Adobe Flash)
- .m4v (h.264)
- .wmv (Windows Media Video)
- .webm (HTML5)

Then, create a Google Account to use YouTube.

Click the link provided, or copy and paste the URL into your web browser to get started:
<https://accounts.google.com/SignUpWithoutGmail?service=youtube>

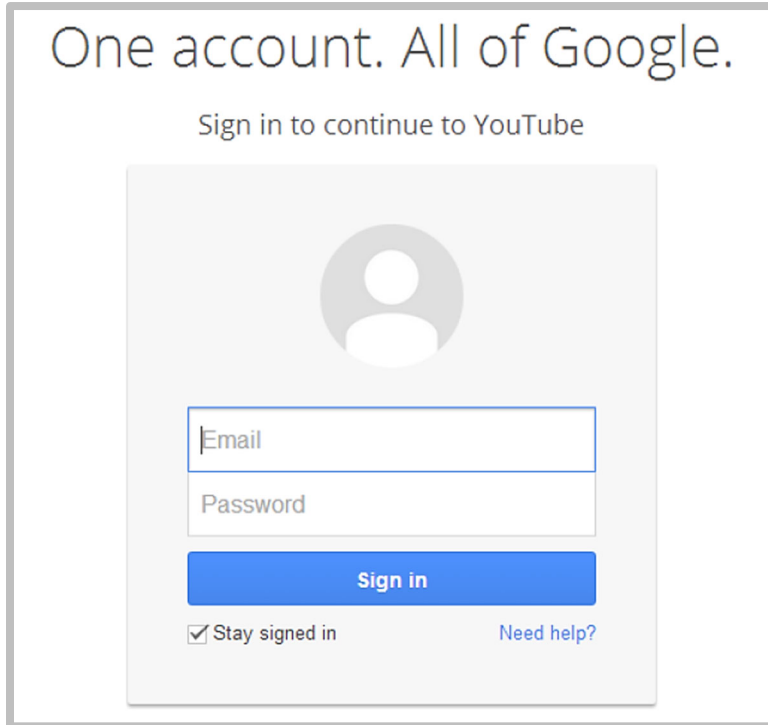
Note: If you already have a Google Account, you can skip to the next step.



The screenshot shows the "Create your Google Account" page. The main heading is "Create your Google Account". Below it, the text says "One account is all you need" and "A single username and password gets you into everything Google." There are icons for Google, Gmail, Chrome, YouTube, Maps, Play Store, and Google+. Below the icons, it says "Make Google yours" and "Set up your profile and preferences just the way you like." On the right side, there is a registration form with the following fields: "Name" (split into "First" and "Last"), "Your current email address" (with a link "I would like a new Gmail address"), "Create a password", and "Confirm your password".

Sign in to YouTube (www.youtube.com) using your Google account.

Note: Each account has its own channel attached to it, so you will need to sign in to the account that is associated with the channel to which you want to upload the video.



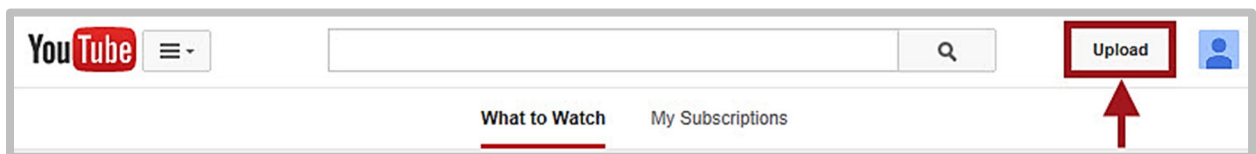
One account. All of Google.

Sign in to continue to YouTube

Sign in

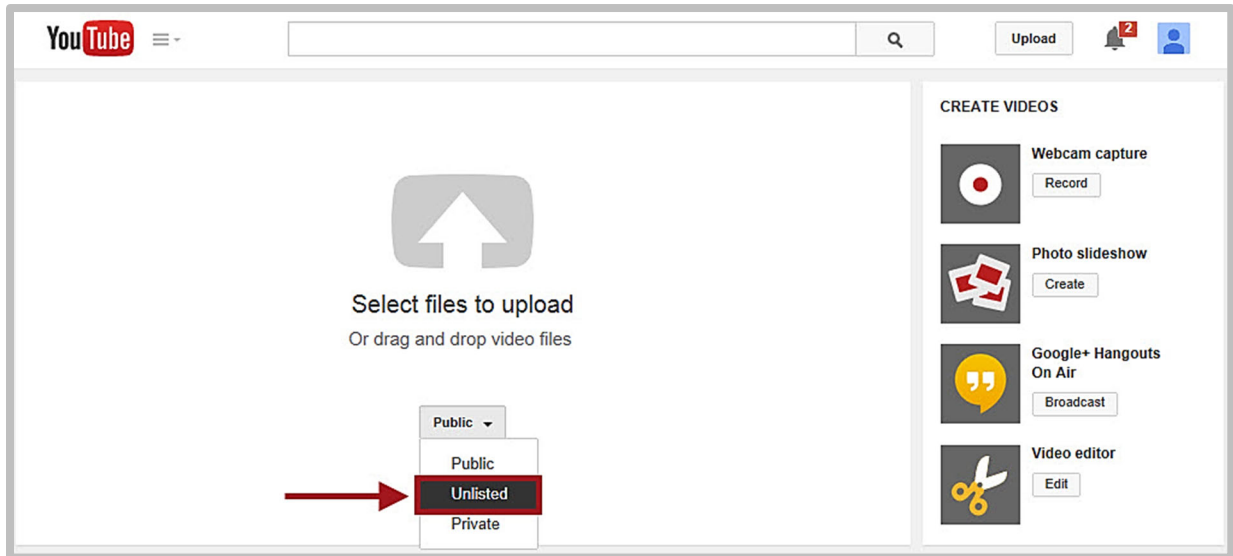
Stay signed in [Need help?](#)

Click **“Upload,”** located to the right of the Search bar, at the top of the home page.



Note: If this is your first video upload, you will be asked to “Set up your channel on YouTube.” You will need to enter a username, your gender, and birthday, and then click “Continue.”

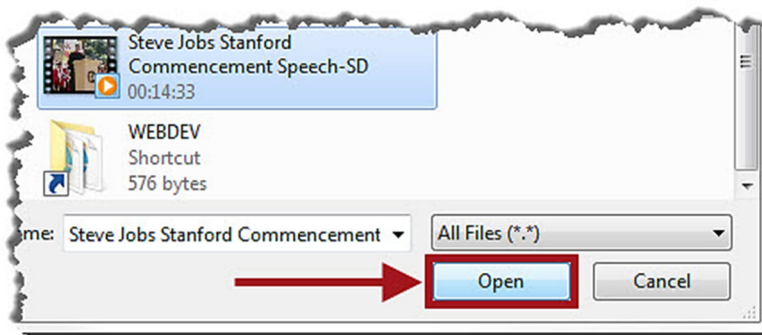
Choose a video file. Click **“Select files to upload”** (the arrow icon) to open a file browser. Find the file (or files) that you want to add. You may also make a recording directly from your webcam by clicking the **“Record”** button, under **“Webcam capture,”** on the right side of the Upload page.



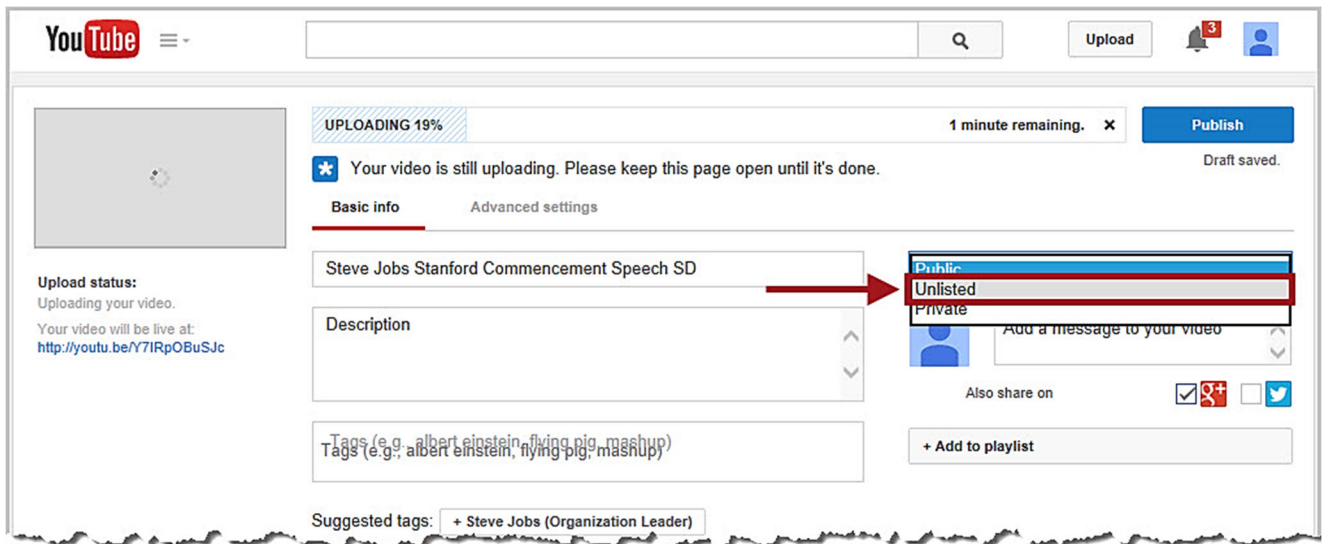
Note: You can also drag your video file onto the indicated part of the page to upload it.

Note: When uploading your video, it is important to click the drop down menu to change the privacy setting to **“Unlisted.”** This setting will only allow people with the link to find the video.

Choose the file you wish to upload. Then, click **“Open.”**



Your video should begin uploading to YouTube. On the page shown, you can change the title of the video and add a description, among other things. Again, make sure your **“Privacy settings”** are set to **“Unlisted.”**

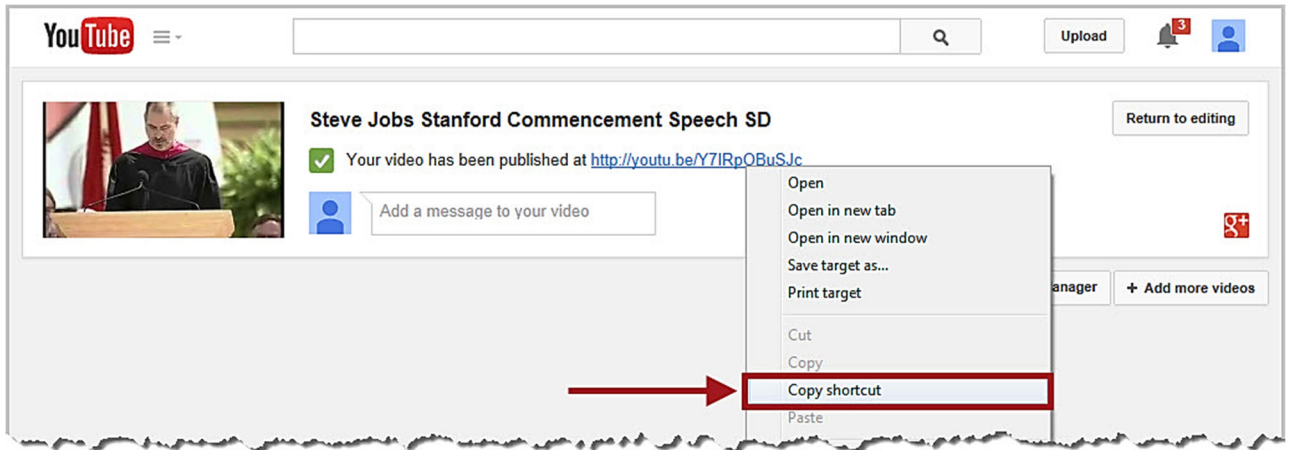


Note: If your account is unverified, you are limited to 15 minute uploads. You can upload longer videos by verifying your account via text message. You can find the verification link on the Upload page.

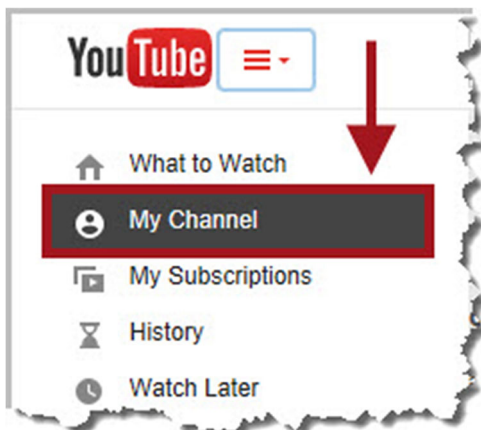
Once the video is uploaded, click **“Publish”** to make your video live.



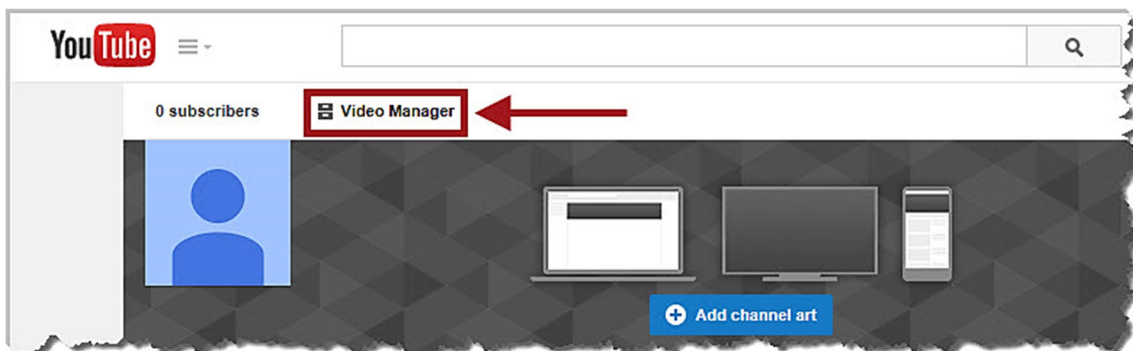
Once published, right-click on the URL, select **“Copy shortcut,”** or **“Copy link,”** depending on your web browser, and then paste the link in an email to your instructor and/or to your classmates as the assignment instructions indicate. You may also be required to paste the link in a Discussion Forum for critique purposes.



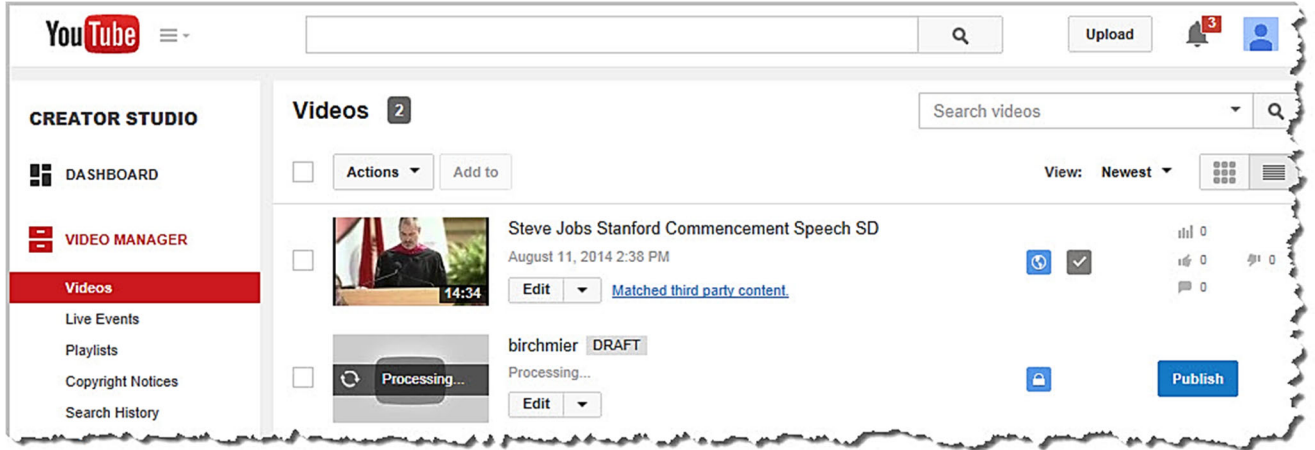
If you wish to make changes to your previously uploaded videos, you can do so by clicking on the drop down arrow next to YouTube and selecting **“My Channel.”**



Then, click **“Video Manager.”**



Inside the “**Video Manager,**” you will see all of your uploaded videos. Click “**Edit**” next to any video to make changes. For example, if you need to edit the “**Privacy Settings,**” you can do so from this area by choosing “**Info and Settings.**” You can also use this area, if you need to copy the video URL, by right-clicking the video image or the video title and selecting “**Copy Shortcut.**”



Congratulations! You now know how to create a YouTube account, successfully upload your videos for private viewing, and share the link with your instructor and classmates.

Office of Online Learning

Looking for more computer tutorials? Please visit: www.indianhills.edu/tutorials.

*For further assistance on this topic or other technical issues, please contact the **IT Help Desk**
Phone: (641) 683-5333 | **Email:** helpdesk@indianhills.edu | **Web:** www.indianhills.edu/helpdesk*