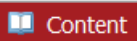
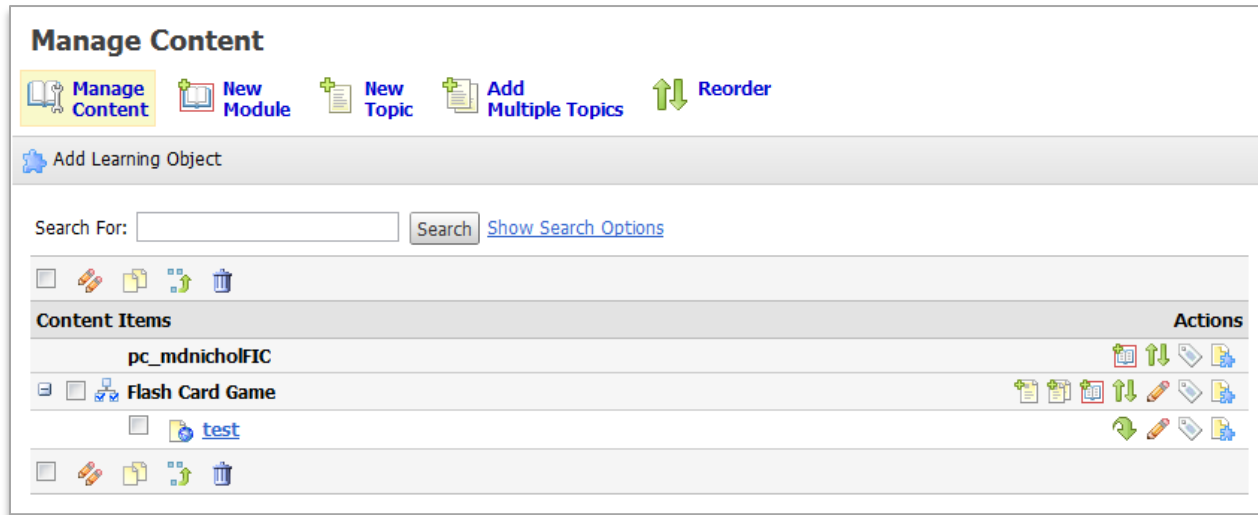


Uploading a Screencast-o-Matic Video

Create and save your Screencast-o-Matic video and log into the course where you'd like to upload your video.

Once you are in your course click on the  **Content** link

You'll be taken to the Manage Content area.



Here we can either create a New Module to house our video or if we already have a module created, we could just create a New Topic.

Creating a New Module

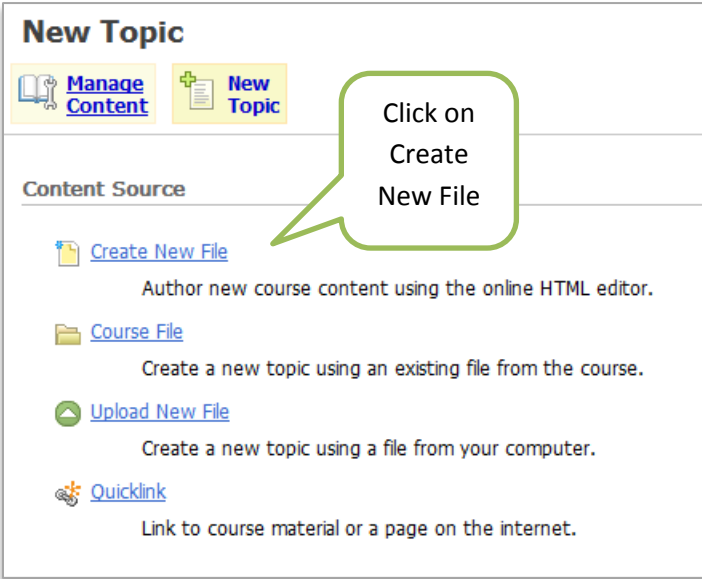


Click on 

Creating a New Topic

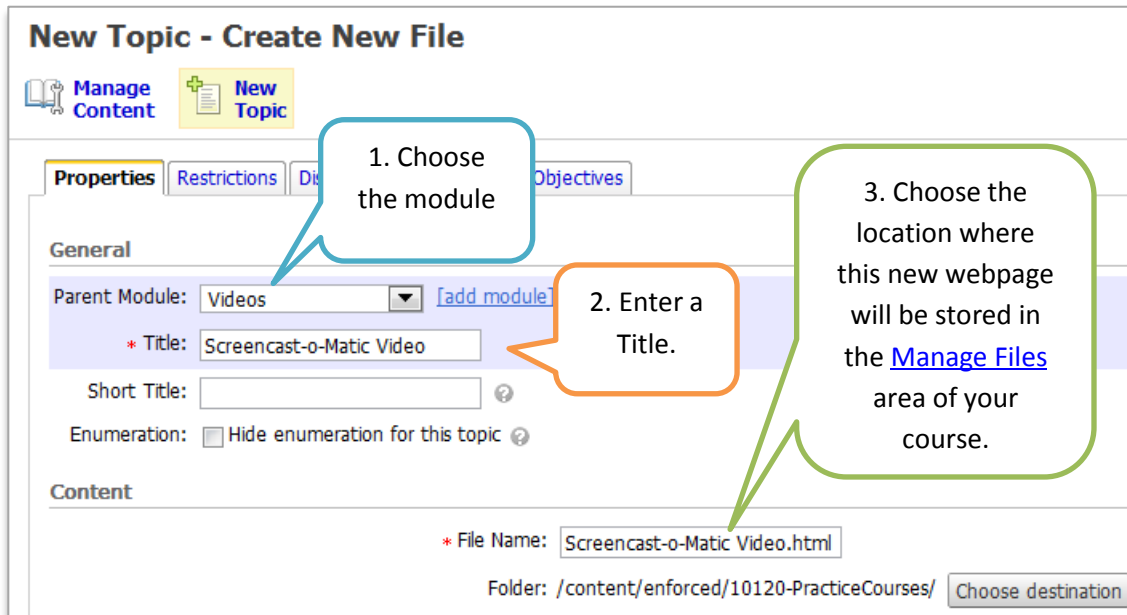
Click on 

You'll be taken to the New Topic area.



The screenshot shows the 'New Topic' interface. At the top, there are two buttons: 'Manage Content' and 'New Topic'. Below them is a section titled 'Content Source' with four options: 'Create New File', 'Course File', 'Upload New File', and 'Quicklink'. A green callout bubble points to the 'New Topic' button with the text 'Click on Create New File'.

Under New Topic – Create New File you will:



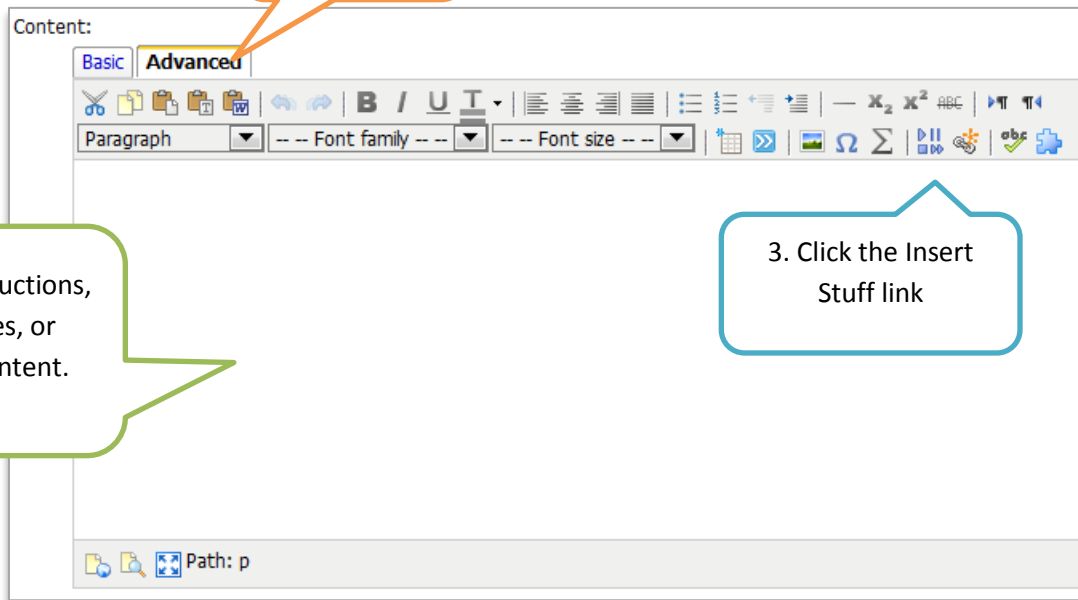
The screenshot shows the 'New Topic - Create New File' form. It has tabs for 'Properties', 'Restrictions', 'Discussions', and 'Objectives'. The 'General' section includes a 'Parent Module' dropdown set to 'Videos', a 'Title' field with 'Screencast-o-Matic Video', and a 'Short Title' field. The 'Content' section includes a 'File Name' field with 'Screencast-o-Matic Video.html' and a 'Folder' field with '/content/enforced/10120-PracticeCourses/'. Three callout bubbles provide instructions: 1. 'Choose the module' points to the 'Parent Module' dropdown. 2. 'Enter a Title.' points to the 'Title' field. 3. 'Choose the location where this new webpage will be stored in the Manage Files area of your course.' points to the 'Folder' field.

Next we will do:

1. Click the Advanced Tab.

2. Add instructions, objectives, or course content.

3. Click the Insert Stuff link

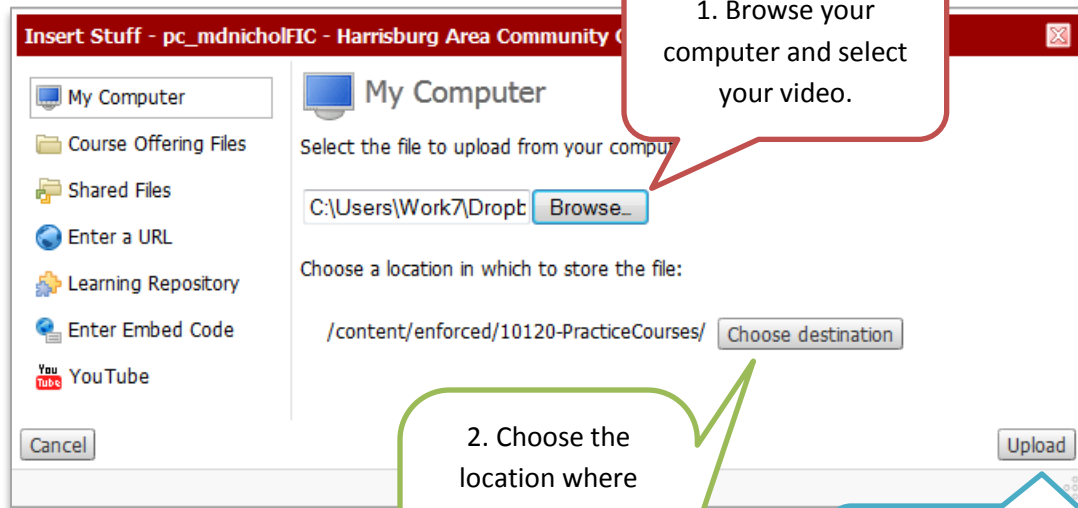


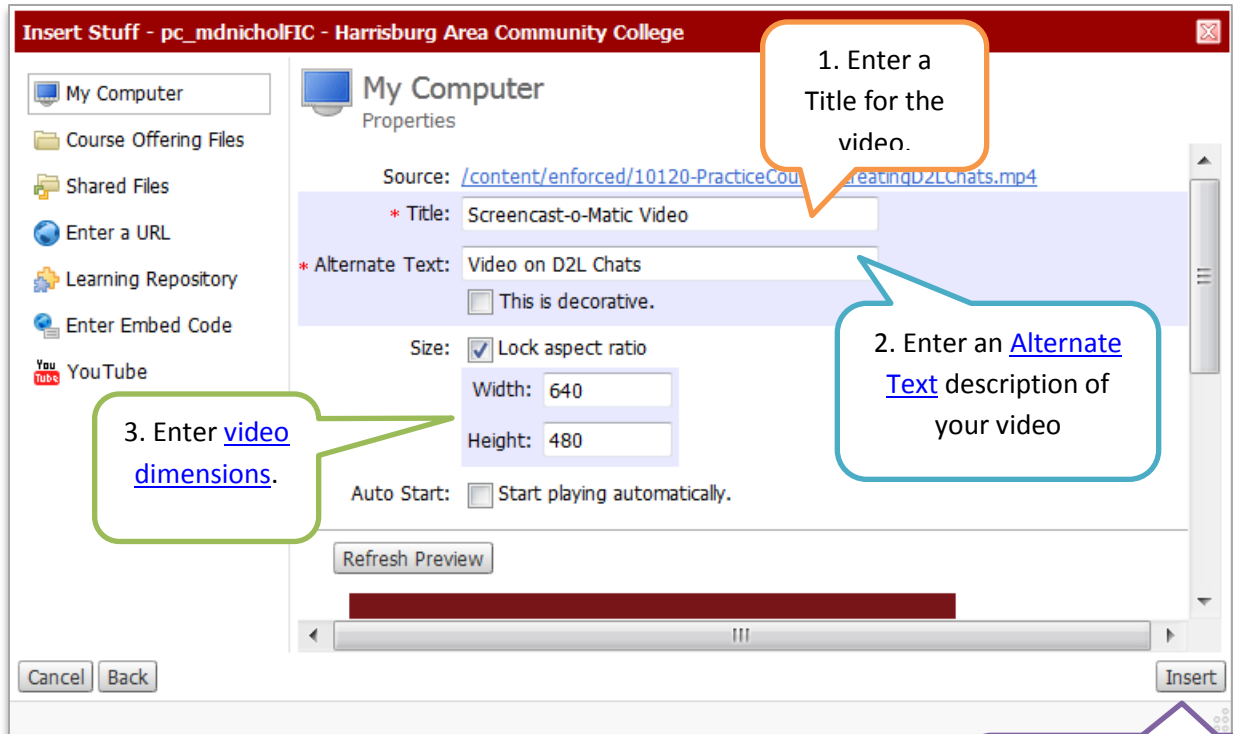
Next will find and upload our video.

1. Browse your computer and select your video.

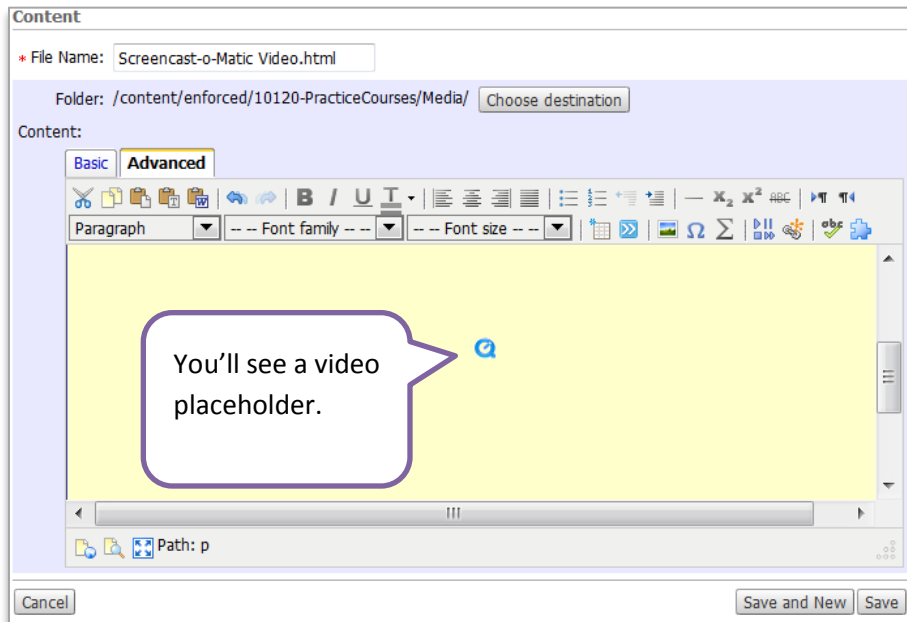
2. Choose the location where this video will be stored in the [Manage Files](#) area of your course.

3. Click upload





4. Click insert.



Click Save.