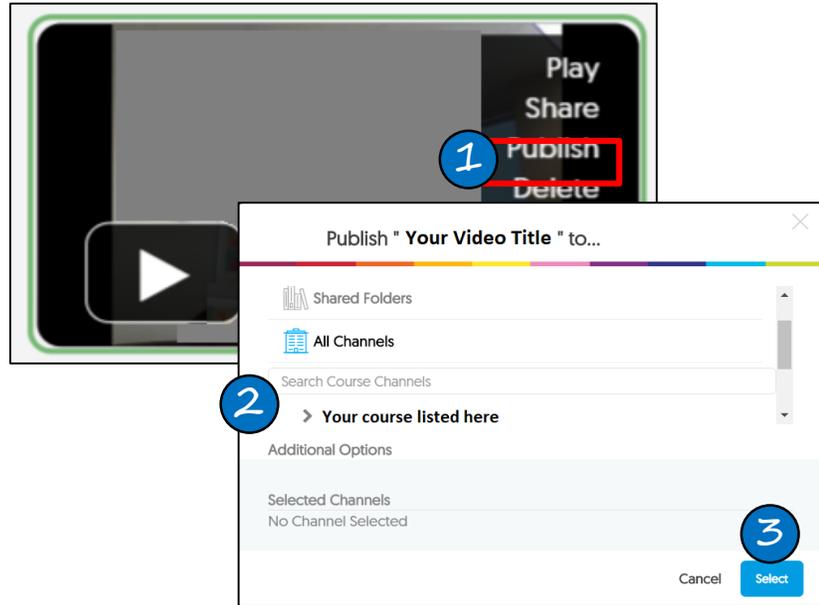


PUBLISHING A RECORDING TO A COURSE

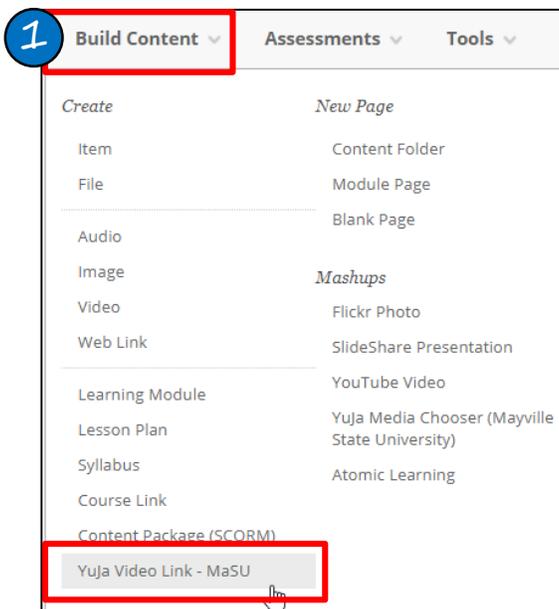
If you did not specify a location to store the recording when you first created it, that recording will be available in the **My Media** section in a folder titled **Default Collection**. Recordings will not be available to students unless you publish them to a course or provide a link.

1. Hover your mouse over the thumbnail image of the video and select **Publish**
2. Browse all channels and select the course(s) in which to publish the video
3. Click **Select**



LINKING A VIDEO IN BLACKBOARD

1. In a content area in Blackboard, click **Build Content > YuJa Video Link - MaSU**
2. A library of your YuJa videos will appear. Click on the title of the video you would like to link. The video will now be linked in Blackboard.
 - **Note:** After the link appears in Blackboard, it is recommended to edit the settings to open in a new window



If you want to be able to run detailed reports in YuJa, you **MUST** use one of the options on this page to share your recordings with students. Using the options on pages 9-10 will not track detailed information in the course reports.

ADDITIONAL WAYS TO SHARE YOUR YUJA VIDEOS

Share an Individual Recording With a Mayville State Employee or Student

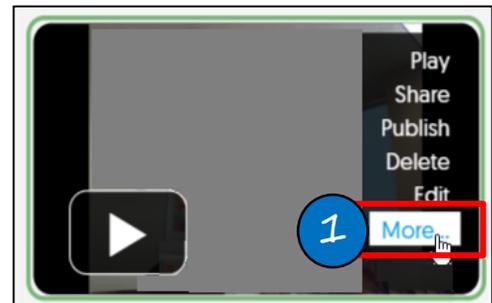
1. Hover your mouse over the video and choose **Share**
2. The **Share This Resource** dialog box appears. Click inside the **Share With** field to view a drop-down list of names to select. The list will show all users who have a YuJa account at Mayville State University
3. Choose the user you would like to share the video with
4. Choose what type of access the user(s) will have:
 - **Full Access:** The user can edit, delete, and re-share the video
 - **Edit Access:** The user can edit the video, but not delete or re-share
 - **Read Only Access:** The user can view the video
5. Click **Share** and **Save**



The video will appear in the user's **Shared With Me** folder

Provide a Direct Link to Your YuJa Video

1. Hover your mouse over the video and choose **More**
2. In the **More** menu, Choose **Links**
3. Select the code beneath **Direct Link** and copy the link.
4. Paste the link as desired.



The link can be posted on a website or in an email, so it can be viewed by anyone, even if the user does not have a YuJa or Blackboard account. However, providing a link does **NOT** track specific details and views.

Students can also share their own videos using a direct link. The link can be pasted into an assignment dropbox, a discussion forum, email, etc.

