

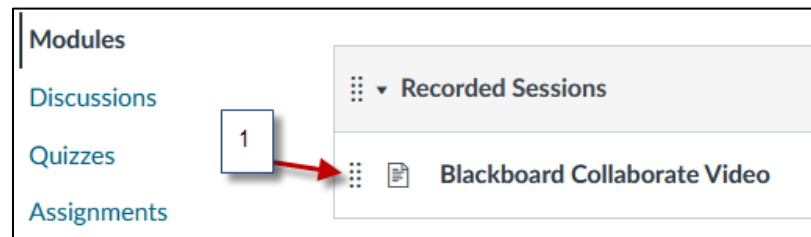
Upload and Embed Blackboard Collaborate Videos in a Canvas Page

There are multiple ways to embed a video into a Canvas page. This handout provides instructions on how to embed the video by uploading from your computer and by uploading from your Files area in your Canvas course.

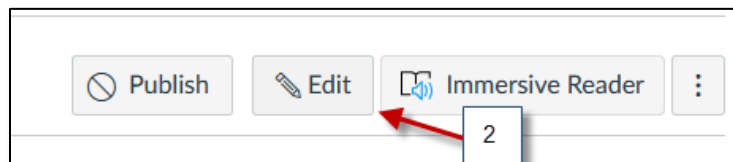
The benefit to uploading your videos to the Files area is that it will keep your content organized in Files. If you choose to embed the video by uploading from your computer, the videos will not be organized in a folder in Files. You can choose which option best suit you.

Embedding Videos From Your Computer

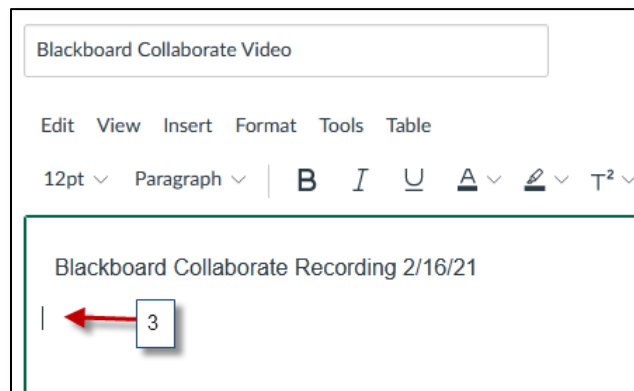
1) Open the page where you want to upload the video.



2) Click **Edit** to open the Rich Content Editor.

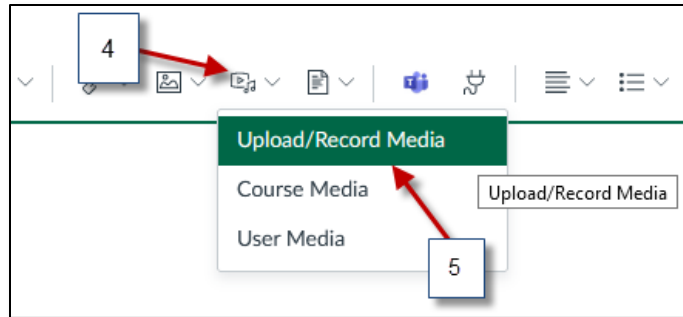


3) Click the location within the text box where you want to upload the video.

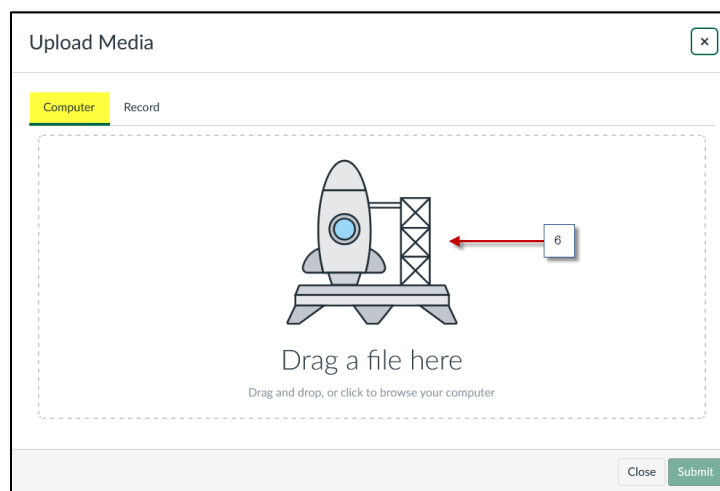


4) Click the Media icon.

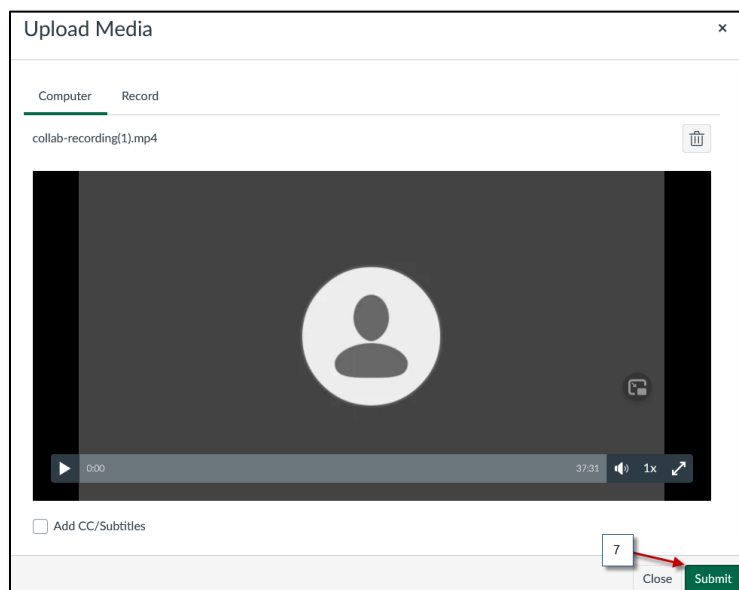
5) Select the **Upload/Record Media** option.



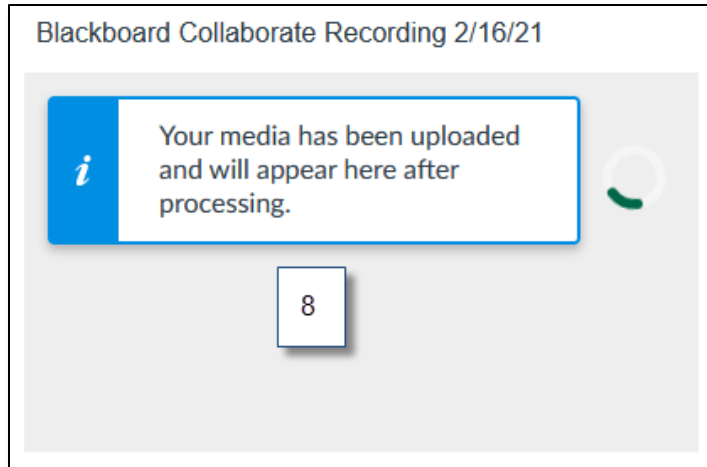
6) By default, the Media Upload Tool displays the Computer tab. Click or drag and drop a media file to media uploader to upload a file from your computer.



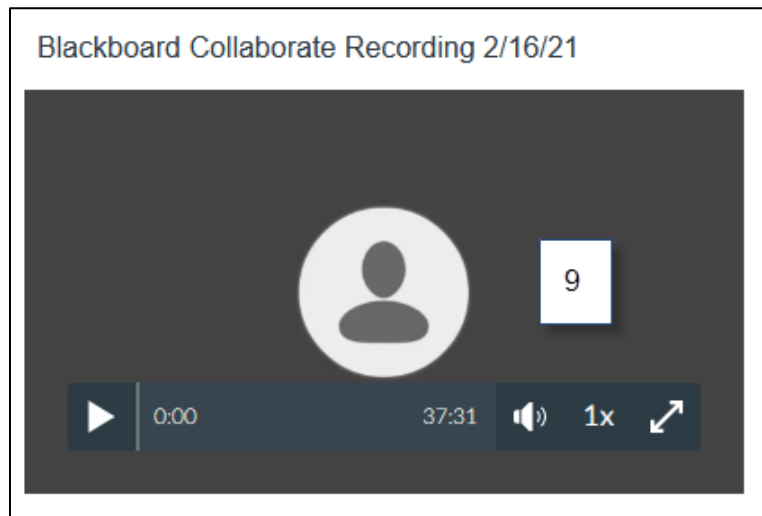
7) The uploader displays the media file name and a file preview. To embed your selected media file, click the **Submit** button.



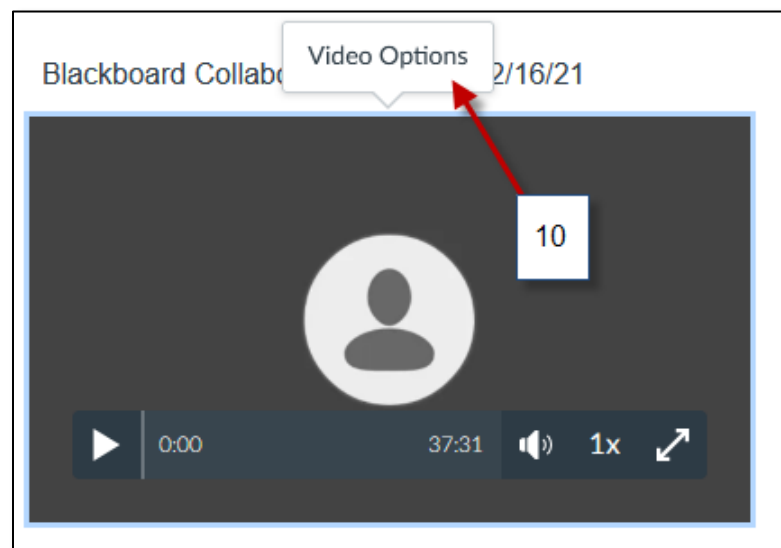
8) You may see this message.



9) View your uploaded media file in the Rich Content Editor.



10) Hover over the video and the **Video Options** will appear.



NOTE: These changes are optional. You can skip if no additional changes are needed.

11) Video Options will allow you to:

To edit the video title, use the Title field.

By default, videos created or uploaded using the Rich Content Editor will display as an **embedded video**. To display as a text link that will open in a new tab when clicked, select the Display Text Link option.

To manage an embedded video's size, select the Size drop-down.

Any closed caption or subtitle files that have been added will display in the Closed Captions/Subtitles section.

12) Click **Save** to embed the video on your page.

Video Options

Title [?] 11

collab-recording(1).mp4

Display Options

Embed Video

Display Text Link (Opens in a new tab)

Size

Large

400 x 225px

Closed Captions/Subtitles

Select Language

Supported file types: SRT or WebVTT

Choose caption file No file chosen

Done

Blackboard Collaborate Video Options 2/16/21

0:00 37:31 1x

p > span > iframe 4 words </>

Options Users allowed to edit this page

Only teachers

Add to student to-do

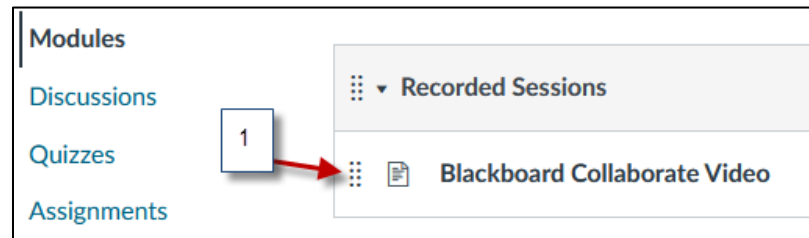
Allow in mastery paths

Notify users that this content has changed

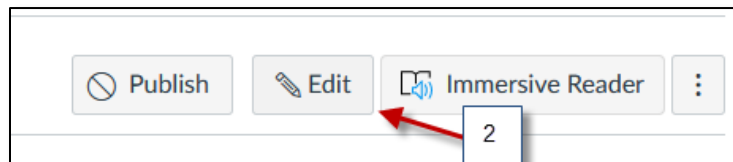
Cancel Save & Publish 12 Save

Embedding Videos From Your Canvas Files

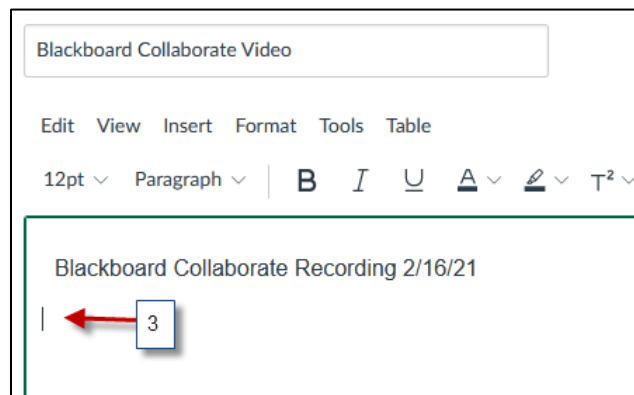
1) Open the page where you want to upload the video.



2) Click **Edit** to open the Rich Content Editor.

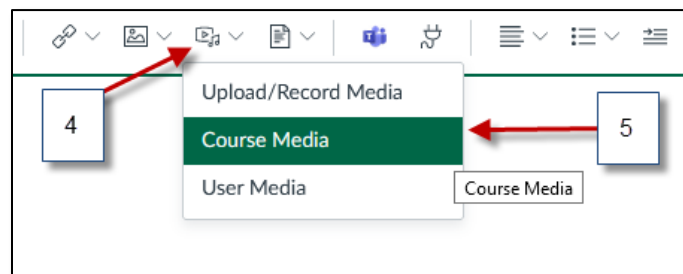


3) Click the location within the text box where you want to upload the video.

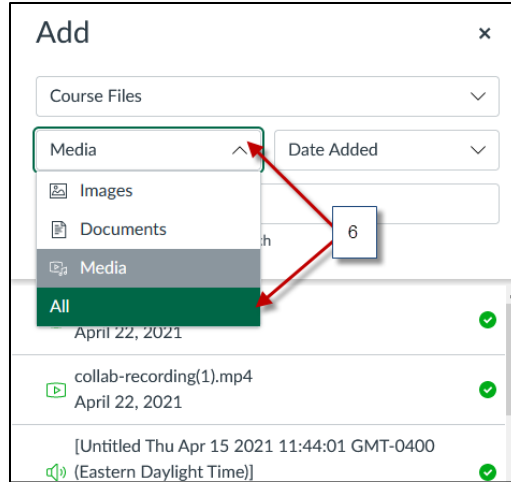


4) Click the Media icon.

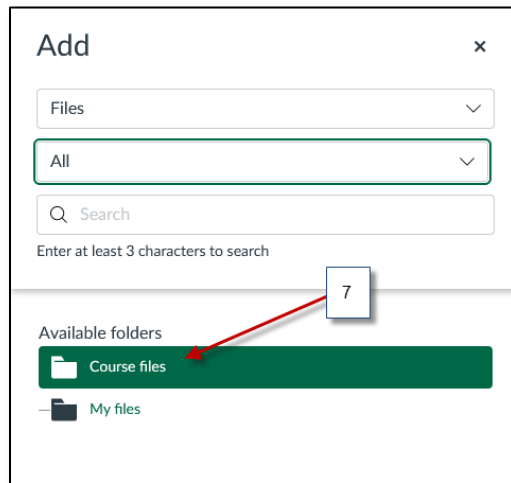
5) Select the **Course Media** option.



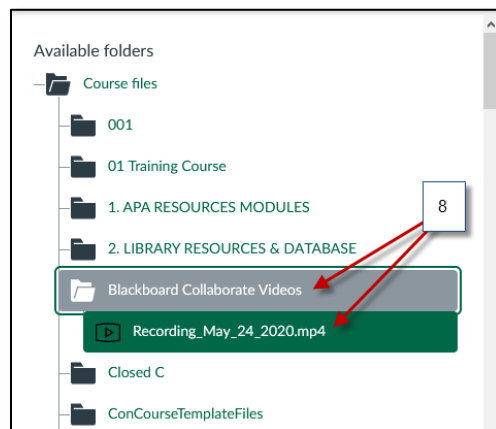
6) Open the drop-down menu and select **All**.



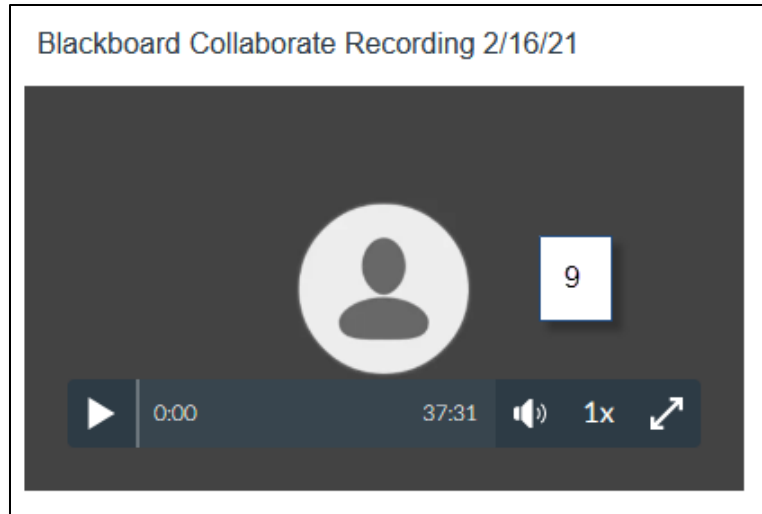
7) Click **Course Files** to expand.



8) Scroll Down until you find the folder that has the Blackboard Collaborate Recordings. Select the video you want to embed.



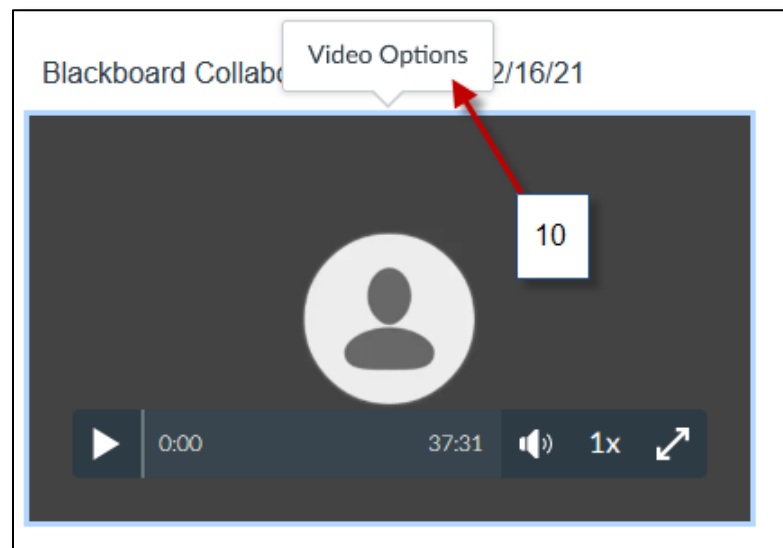
9) View your uploaded media file in the Rich Content Editor.



10) Hover over the video and the **Video Options** will appear.

NOTE: These changes are optional. You can skip if no additional changes are needed.

Go to **Step 11** in **Page 4** of this document to review if necessary.



Click **Save** to embed the video on your page.