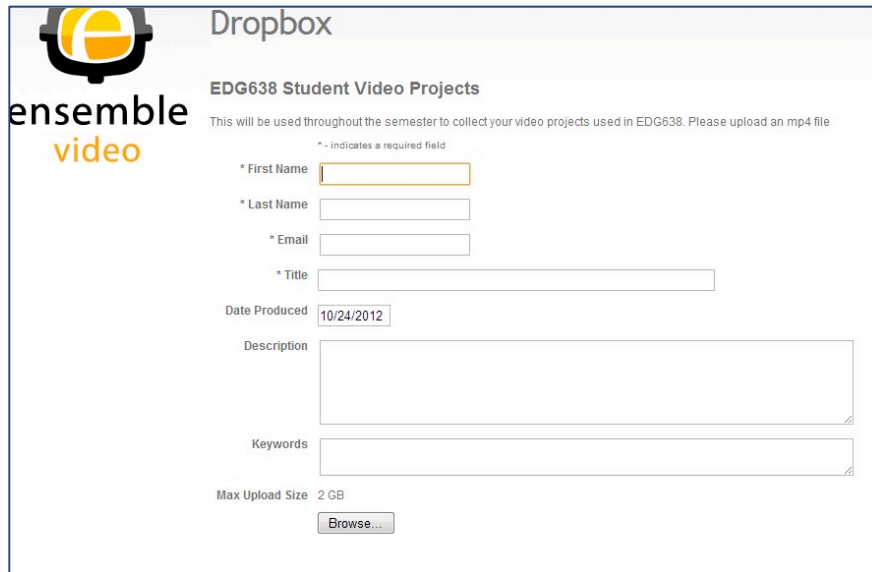


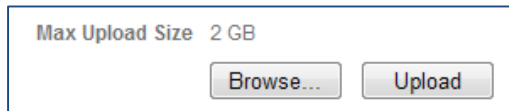
## Uploading your media content to an “Ensemble” Dropbox

1. Click on the link that your professor provided. It will begin with <https://cloud.ensembleVideo.com/ensemble/Dropbox/> (and continue with the specific course/folder for you)
2. Once the page loads, you will fill in the prompts. You must fill in those with the \* character.



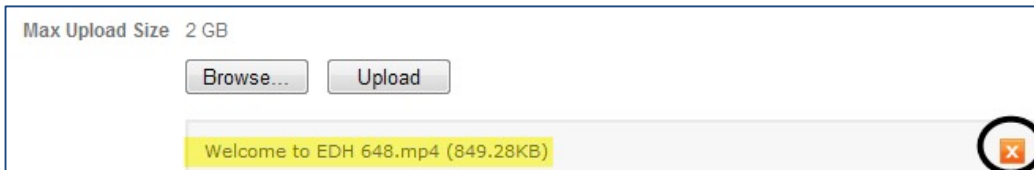
The screenshot shows the Ensemble Video Dropbox interface. At the top left is the Ensemble Video logo. The title is "Dropbox" and the subtitle is "EDG638 Student Video Projects". Below this is a note: "This will be used throughout the semester to collect your video projects used in EDG638. Please upload an mp4 file". A small asterisk indicates a required field. The form includes input fields for: \* First Name, \* Last Name, \* Email, \* Title, Date Produced (with a date picker set to 10/24/2012), Description (a large text area), and Keywords (a text area). At the bottom, it says "Max Upload Size 2 GB" and has a "Browse..." button.

3. Next, select the “**Browse**” command to locate the file on your computer and select it, then double-click or click on “open”.



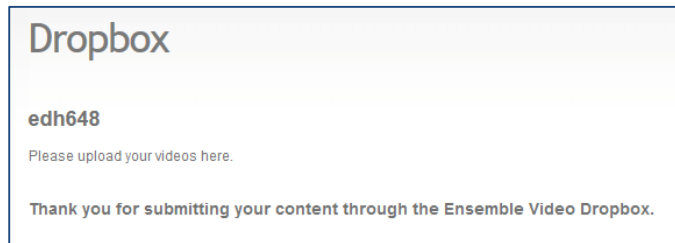
This close-up shows the "Max Upload Size 2 GB" text and two buttons: "Browse..." and "Upload".

4. Look for the file-path added below the Browse button and verify that it is the right file.
5. Then click “**Upload**”. Note: if it is the wrong file, delete it using the “X” in the right corner.



This screenshot shows the "Max Upload Size 2 GB" text, the "Browse..." and "Upload" buttons, and a file path "Welcome to EDH 648.mp4 (849.28KB)" displayed below the buttons. A red "X" icon in a circle is visible in the bottom right corner, indicating a delete option.

- Wait until it completes the upload (it will read 100% and then open a new page – see below for an example of the confirmation page).



- Note that your video will not be available to see until (unless) your instructor publishes it.