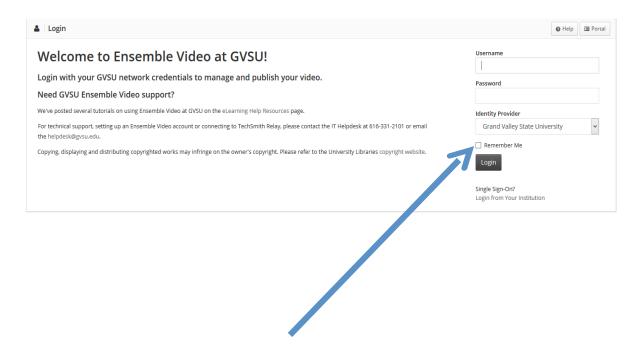
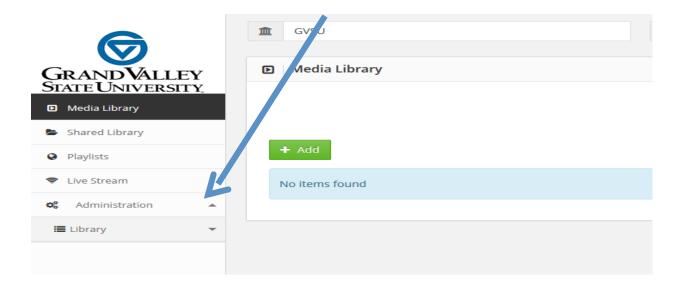
Video Dropboxes

To allow your students to upload video content to Ensemble, you will need to create a dropbox within Ensemble.



Click on the "Remember me" box, so that you don't have to use the drop-down selector again.

Once logged into Ensemble, click on the "Administration" Tab.

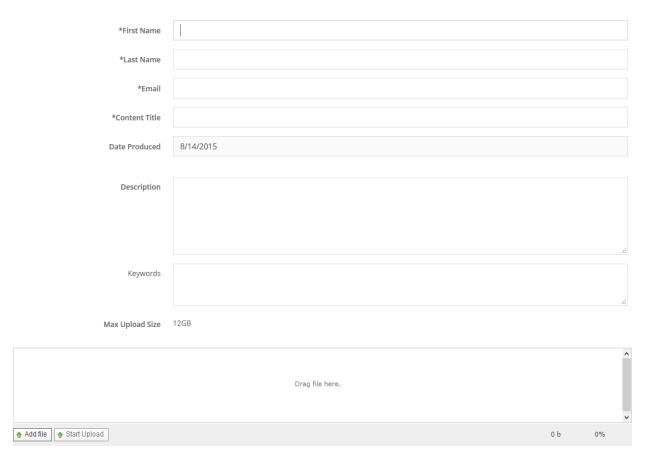


13 Click the "Library" drop down for the full drop down menu. Administration ■ Library Click the "Dropbox" tab once the menu expands. **Q** Annotation Presets Select "Add a New Dropbox" ■ Bandwidth Labels C Direct Publishing Disk Usage Dropbox **MI** Reporting Sharing ■ YouTube™ Dropbox Allow anonymous users to upload content to your library by defining one or more dropboxes. + Add You will be asked to provide some information when creating your dropbox EDG 638 Student Video Projects * Name * Url https://gvsu.ensemblevideo.com/Dropbox/ edg368 This will be used throughout the semster to collect your video projects used in EDG638. Please upload mp4 files. * Description * Media Workflow Compress and Stream Public Enabled **x** Cancel

Please note that you will be creating a URL that you will be embedding to Blackboard or sharing with your students. Please make sure to not include any spaces or characters in the url field. You must also uncheck the "public" box so that it is not available to everyone. Click "save" to continue.



You can then embed this url into Blackboard as a web link, or you may email the url to your students by using the copy icon. After the student has filled in the necessary information, they will need to select the "upload" command to upload the video to Ensemble.



Once your students have uploaded video to Ensemble, the instructor must then "publish" the videos from the dropbox to their video collection. The videos aren't automatically available, until the instructor selects "publish" for each video.