

Uploading Videos on Vimeo

Go to <u>www.vimeo.com</u> > Log in or Sign up for account (if you do not have one).



Click Upload a Video > Click Choose a file to upload (uploading takes time, be patient!)



Flip video

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> Upload video > Add Title and Description > Click Save Changes

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> On Side Menu > Click Privacy**

> Select Password Protected

> Enter Password (This password will be shared

with those you want to view your video)

> Click Save Changes



**About Privacy Setting:

All videos that are taken in school settings should never be posted in a public domain unless you have specific permissions [Follow IRB Regulations]. If the video is ONLY of you doing a course presentation or teaching, it is up to you to decide the appropriate setting. Although you can upload a video directly to your ePortfolio we are recommending Vimeo for longer/larger files.

Videos in ePortfolios:

Since your ePortfolio will not be open to the public and can be viewed ONLY by faculty and students in your class or cohort, we are recommending that you post videos in a PASSWORD protected area in Vimeo. Then provide the link the video to your ePortfolio and give users there the password. Faculty, classmates or anyone who has access to your ePortfolio will be able to view the video. (See: *Uploading Videos from Vimeo to ePortfolio*)

> Once the video is uploaded and converted it will appear automatically > Click Videos > Select My Videos > Choose video to view or embed

