

Media Hopper Create

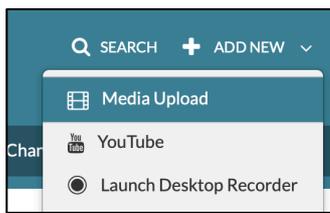
Uploading a video to Media Hopper Create

Media Hopper Create is the University's media asset management service which can be used to host video and audio content. Media added to the service can be shared with others, added to a course in a virtual learning environment such as Learn or Moodle, and embedded on a website.

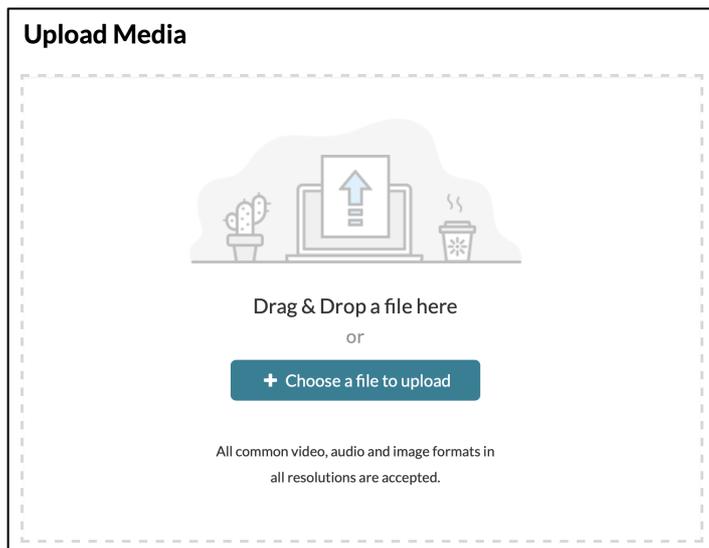
This guide will explore how to upload a piece of media content to Media Hopper Create, and add some information about your video, such as a title, description, and tags.

Uploading a video

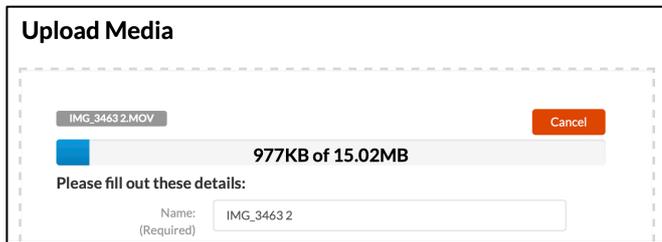
1. Click on the **Add New** button at the top of the screen, and select **Media Upload**.



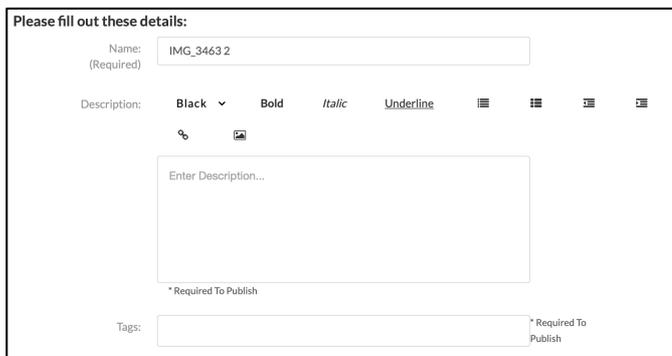
2. The **Media Upload** page will open. Either drag your video file over the space indicated in the browser window, or click **Choose a file to upload** and use your computer's file browser to select a file. All common video and audio types are accepted.



- The selected file will now be uploaded to Media Hopper Create, with its progress indicated by the bar at the top of the screen.



- As your file is uploading, enter information about it, including a name, description and add some tags. Make the information as relevant to the file as possible, as this is how others will be able to search for and view your content (depending on privacy settings).



- Once completed, click **Save** to complete your edits. You can then go to the playback screen for your content by clicking **Go To Media**, or see all of your uploaded content by clicking **Go To My Media**.



- You can see all of the content you have uploaded to Media Hopper Create by clicking your name at the top of the screen and selecting **My Media**.

