

Using Canvas Studio to Share Videos

It's best if you use a desktop browser to upload videos to Canvas. You can do it from mobile but the interface looks different and these instructions won't be exactly correct.

Access Canvas here: <https://liverpool.instructure.com>

1. You might need to login with your usual university credentials.
2. Find and click the 'Studio' link in the blue bar on the left of the page.
3. Click the 'ADD' button in the top right of the page.
4. Drag your video file into the dialog that pops up, or click the 'Browse files' button and locate the file.
5. Wait for the video processing indicator to reach 100%.
6. Optional: Click the video thumbnail and then use the 'Details' tab to edit the title and description, and use the 'Captions' tab to generate subtitles.
7. Look for the three vertical dots below the thumbnail and click those to get a menu.
8. Select 'Share media' and then click 'Create Public Link'.
9. Copy the link in the top textbox.
10. Paste the link into Word (or your preferred word processor) as a line of text. It might wrap to the next line but this should be okay as long as the entire link is visible.
11. Save the document as a PDF and submit it to SAM by the deadline.

Don't delete the video after you have submitted the link! Your supervisor and second marker will access and view it before the discussion. Technically, anyone with the link can view the video, but it's almost impossible to guess the link ID, so your privacy should be okay provided you don't share the link with anyone else.

We are always looking for good videos to show during open days and other events to promote the department. If you are willing for your video to be used in this way, please state this in a line of text within the document that you submit.