

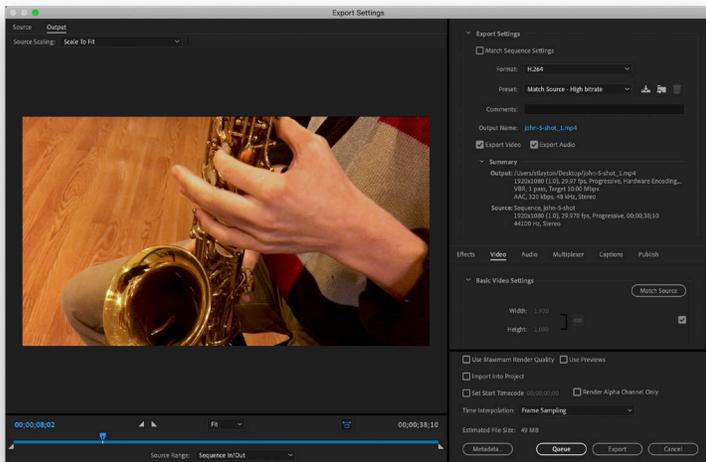


# UPLOADING YOUR VIDEO

This handout explains how to export your video from Adobe Premiere Pro and upload it to our C226 WordPress website.

## EXPORTING FROM PREMIERE

1. When you are finished editing your video, click in the Timeline and pull down File > Export > Media (or tap Command -M).



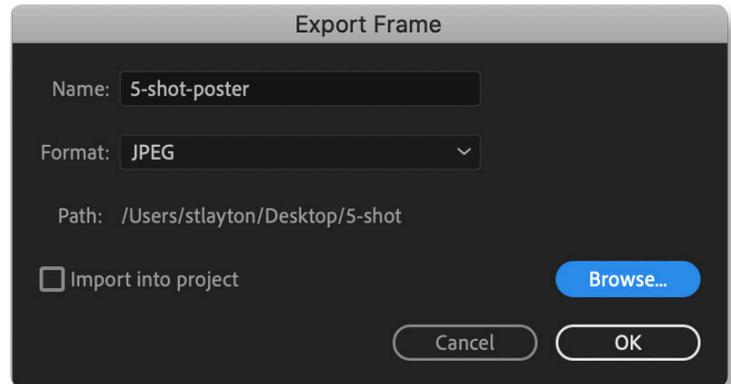
2. Set the format to **H.264**, and we recommend a Preset of **Match Source — High Bitrate**.

3. Click “export.” Your video, when it is finished exporting, will be in the same place on your computer as your Premiere project.

## SAVING FRAMES AS IMAGES

You need a poster image to put on your web page. It will likely be from the title clip, but doesn't have to be. When visitors click it, your video will play.

- Move your CTI to the frame you want, and tap Shift-E. Give your image a name, and save in JPEG format.



Make sure to hit the “Browse” button to put your file where you can easily access it — I strongly recommend inside your project folder.

You will also need a feature image, as we used on our first two projects. So that you won't have duplicated images on your post, we recommend a different image for the feature, which will display, large, at the top of your post. Repeat the steps above to save this image from your video.

## FILE SIZES

*As part of submitting this project, you must upload your video so we can see it. Be aware that your video will be large (in megabytes).*

*Depending on the strength of your Internet connection, you may need to export a smaller video in order to get it uploaded.*

*If this is necessary, change the Preset settings in your video editing to a smaller size — we will accept any reasonable size video for this assignment, as long as we can view it!*



## UPLOADING YOUR VIDEO TO KALTURA

Because of the size of video files, we will not be hosting them on our class website. Instead, you will upload your video to Canvas, to the **Kaltura: My Media** area, and then using a short line of code to call in your video to our WordPress site.

1. Open Canvas, and go to our C226 class. On the main page, scroll down, on the left side, until you see **Kaltura: My Media**, and click.

2. On the next screen, click the blue “Add media” button, and select “media Upload” from the pull-down options.

3. On the next screen, click the “Choose a file to upload upload button,” and select your finished video.



### Upload Media

4. The video will begin uploading. **Be patient;** this is a large file, and may take a few minutes to complete (depending on your connection).

5. As the video is uploading, you will need to give it a name and write a brief description of the content. You can add tags if you would like, though it is not necessary.

6. Once the video finishes uploading — the screen will turn green — set the Media to private. (This only refers to how the video can be seen

on the Kaltura site, which will not affect our Wordpress site.)

7. Click the blue “Save” button, and then click the “Go to Media” link. We we will now add a poster image — the frame visitors will see before playing the video.

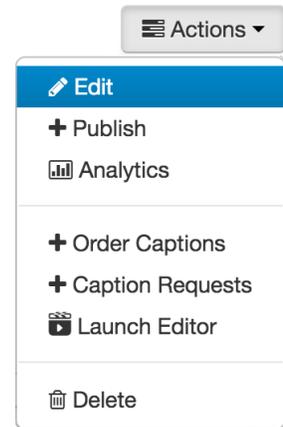
8. Click the Actions button, and select Edit.

9. On the following screen, click the **Thumbnails** tab. You have three options:

• Upload a JPEG image (one that you saved out from Final Cut Pro using the Share > Save Current Frame command)

• Scrub across your video and find a frame you want, then click the “Capture” icon

• Click the Auto-Generate button and choose from 10 automatically generated images.



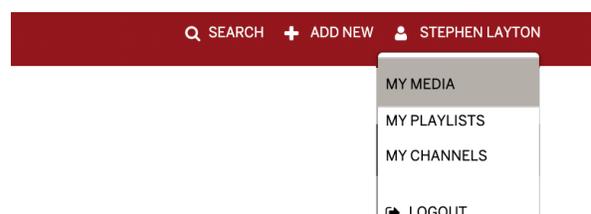
## GETTING THE SHORTCODE

In order to add your video to our Wordpress site, you will need a line of code to allow your Kaltura video to display.

1. Log in to Kaltura:

<https://iu.mediaspace.kaltura.com/>

2. Once there, you may need to sign in — if it says “Guest” on the top line, pull down from there to “Sign In.”

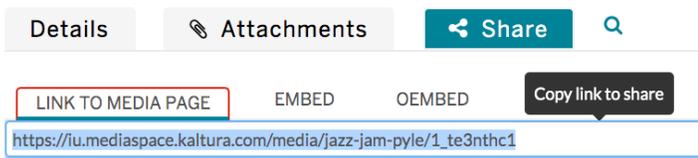




3. At the top right, pull down beneath your name and select “My Media.” Your video — along with any others — will display on the next screen.

4. Click on your video for C226. Below the video, click the “Share” icon.

5. Click the “LINK TO MEDIA PAGE” tab, and swipe over the text there. Hit Command-C to copy this link. We’re now ready to add our video to our Wordpress site.



**Other options:** Students with low bandwidth may experience problems uploading a three-minute video to kaltura. If this is the case, you may upload your exported video directly to the Canvas assignment or even to IU Box.

For more on how to use Kaltura at IU, go to <https://uits.iu.edu/kaltura>

## POSTING TO OUR CLASS SITE

You will need to post your video to our class website so that it can be seen by me and by anyone else.

1. Open a Web browser and type in this URL:

<https://sites.mediaschool.indiana.edu/mschc226-stlayton-fall21/>

2. Click the log-in link.

3. Log in with your IU user name and password.

4. In WordPress, in the menu at the left, click on **Posts > Add New**.

5. When the **Add New Post** page opens, click in the **Title** field and type the same title you used for your video.

*You must enter a title for your Web page to work correctly.*

## ADDING YOUR VIDEO

1. On the first line enter the following:

```
[kaltura]http://... [/kaltura]
```

... pasting the **link to media page** you copied from Kaltura in between these two tags. Don’t forget the square brackets and slash in the tags!

2. Add a paragraph about your video — it needn’t be too long, but should provide any visitor with enough information to pique their interest.

3. On the right side, click on **Set featured image** on the right side, and upload the JPEG image of a frame you saved from Adobe Premiere. For the sake of variety, it is best to choose a different image than you used for the poster.

4. Click the blue **Set Featured Image** button in the bottom right when you are finished.

5. In the “Categories” section on the right, select the **Video** box and uncheck “Uncategorized.”

6. At the top right under Publish, click the **Save Draft** button. Then click the **Preview** button. This opens your page in another browser tab.

7. Check to see that your video plays okay. If so, return to the **Edit Post** page and click the **Publish** button.

8. Don’t forget to write and submit your self analysis Reflection Essay (on Canvas in Assignments) — it’s due at the same time as the video!

