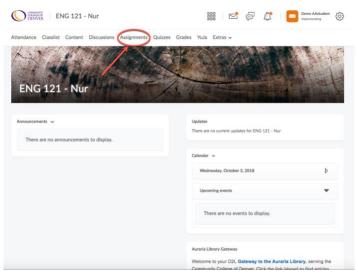


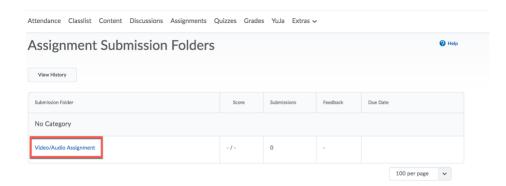
SUBMITTING VIDEO/AUDIO ASSIGNMENTS USING THE INSERT STUFF TOOL

1. In your course, click Assignments to go to your assignment submission folder.



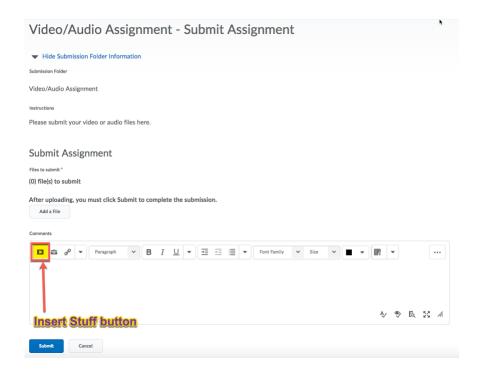
2. Click the name of your assignment.

Revised: 10/3/18

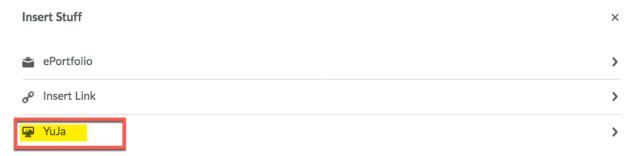




3. Scroll down and find the Comments section on the page. On the upper left corner of the Comments section, there is a button called Insert Stuff. Click the button.

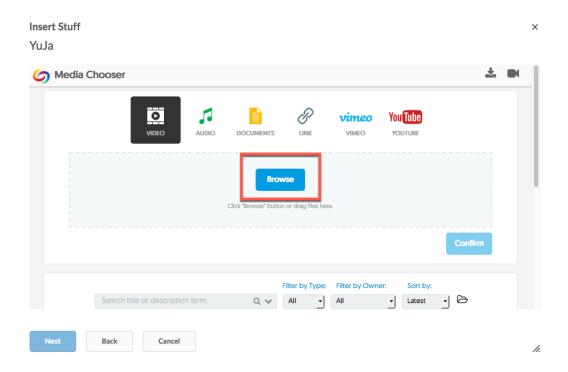


4. Select YuJa from the list.

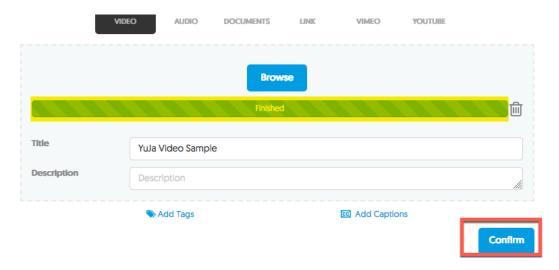




5. Click Browse to browse your computer to locate the file you'd like to submit.

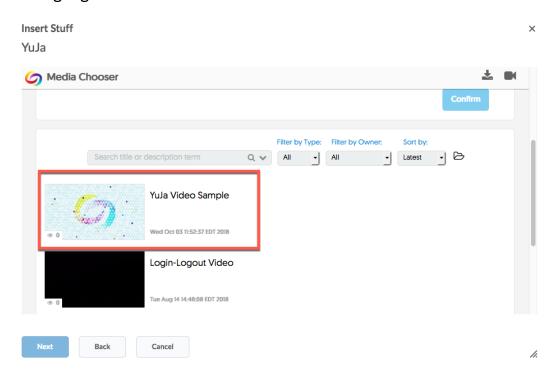


6. Once you have located your file YuJa will automatically upload and convert it. Wait until it says Finished and then click Confirm.





7. After clicking Confirm, your video will be added into the list of already uploaded videos. You can see it by scrolling down. Click and select it. It will be highlighted once it's selected. Then click Next.





8. You will be able to see your video in the next screen. YuJa will need some time to process it so you won't be able to watch it just yet. You don't need to do anything at this point, YuJa will resume the processing in the background. Processing times depend on the length of your video. Click Insert.



9. Now, your file is inserted into the comments section of your assignment. Click Submit to submit your assignment.

