

# Creating and Using Your YouTube Channel

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## How to sign up for a YouTube Channel

If you do not have a YouTube channel, begin by going to [YouTube's website \[open in new window\]](#) . Click the “Sign in” button in the upper left corner. If you are logged into your personal YouTube Account, log out, click “Sign in” and create a new account using your CCCC email address.



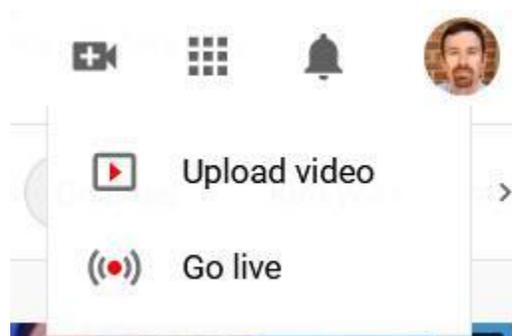
Once logged in, you will see your CCCC account profile photo in the upper right corner.

## Uploading a video

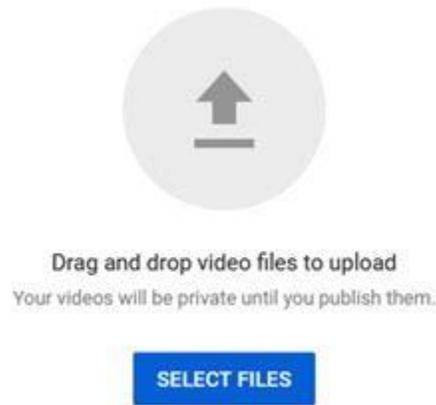
When logged into your account, you will see a camera icon in the upper right corner of the screen. Click the camera icon and a menu displays below the icon.



In the menu that appears, choose “Upload video”.



A drag and drop video files pop up window appears. Click the “Select Files” button and select your video. You can also drag and drop the video onto the screen.



The video starts to upload. Depending on the size, it may take 5 to 20 minutes to upload. Use a different tab, or another browser, as the video uploads. Use the time that the video is uploading to add settings to the video.

## YouTube Video Settings

There are many settings for YouTube videos. This section highlights the most important settings to set after uploading your video to create the best viewing experience for your learners.

### *Title*

Begin by typing a Title for your video.

**Details**

Title (required)  
NOS130 Introduction Video 25/100

### *Audience*

For age restrictions, set the video to “No, it’s not made for kids” and “No, don’t restrict my video to viewers over 18 only”. Take the default settings that you see listed.

- 
- Yes, it's made for kids  
 No, it's not made for kids

### *Language Settings for Closed Captions*

Click the Show More option.

**SHOW MORE**

Paid promotion, tags, subtitles, and more

Set the language to English (United States) and the Caption certification to “This content has never aired”.

#### **Language, subtitles, and closed captions (CC)**

Select your video's language and, if needed, a caption certification

Video language

English (United States) ▼

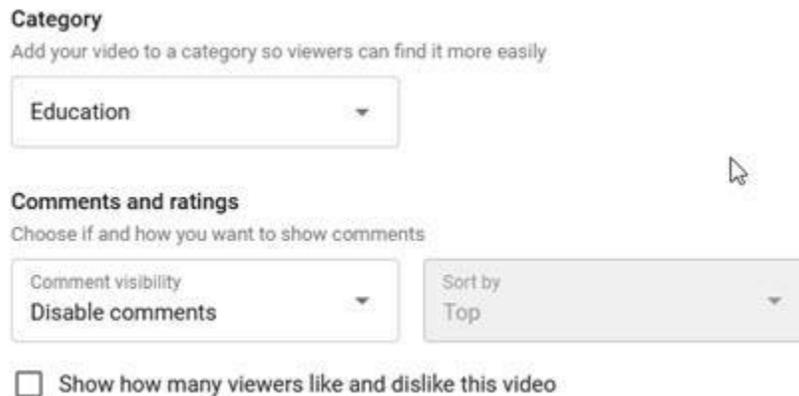
Caption certification ?

This content has never aire... ▼

### *Category and Comments*

The category determines how easily the video can be found in a YouTube search. If your video is “unlisted” (chosen in the Visibility section) the category does not matter. If you are unsure, just select “Education”.

For comments and ratings, consider disabling comments and ratings. If enabled, students can make comments on the video in YouTube which will require the instructor to monitor the comments to ensure there are no inappropriate comments. Ratings are similar as the video could receive unwarranted negative ratings. It is better to ask your students to reach out to you if they are not satisfied with the video.



**Category**  
Add your video to a category so viewers can find it more easily

Education ▼

**Comments and ratings**  
Choose if and how you want to show comments

Comment visibility  
Disable comments ▼

Sort by  
Top ▼

Show how many viewers like and dislike this video

## Visibility

Visibility is an important setting. The “Private” setting prevents your students from seeing the video unless you give them direct permission. A more practical settings is “Unlisted” which allows anyone to watch the video if they know the location. The video will not show in YouTube searches; however, if you embed the video in your course, all your students can view it.

### Visibility

Choose when to publish and who can see your video

**Save or publish**  
Make your video **public, unlisted, or private**

**Private**  
Only you and people you choose can watch your video

**Unlisted**  
Anyone with the video link can watch your video

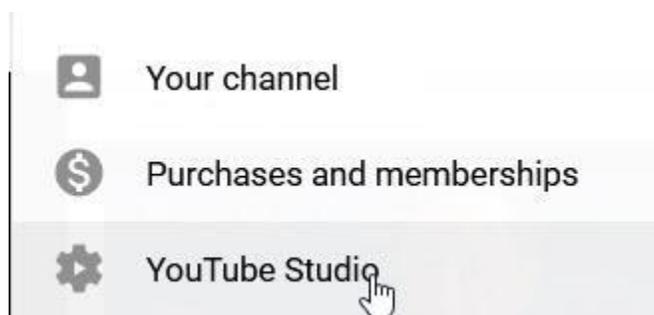
**Public**  
Everyone can watch your video

Set as instant Premiere [?](#)

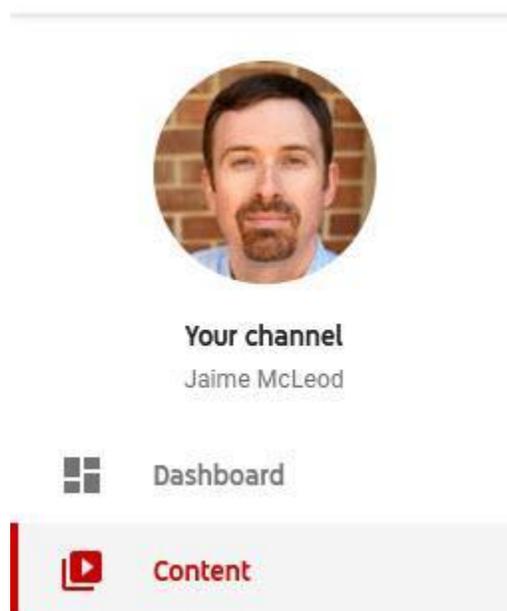
## Placing a YouTube Video in Your Course

Now that you have your video on YouTube, embed it in your Blackboard course.

Navigate to your list of videos by clicking on your profile photo in the upper right corner and choose “YouTube Studio”.



In the YouTube Studio screen, select “Content” on the left side of the screen.



All your uploaded YouTube videos display on this Content page. Locate the video you uploaded and click the rectangular play button icon which is the fourth icon from the left.



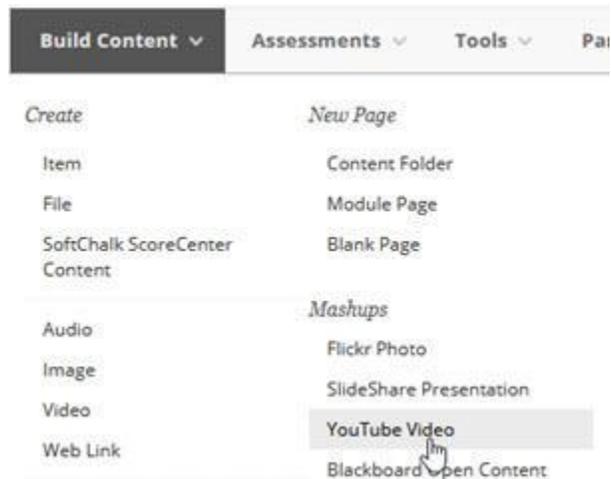
On the video page, you need the video's URL to bring it into your Blackboard course or to import into Yuja (our video storage software). Scroll below the video and click on "Share".



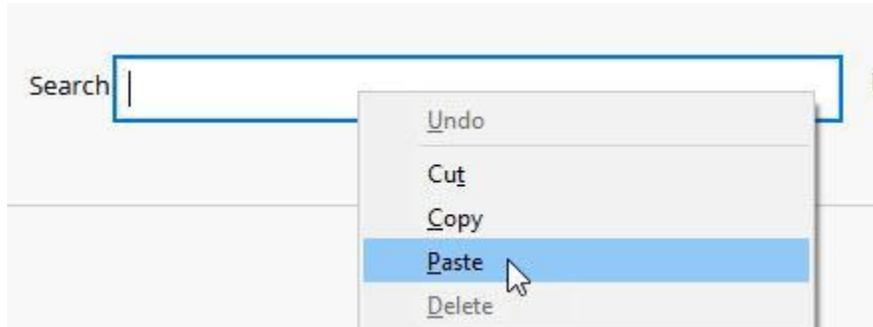
Click the blue "COPY" button to copy the video's URL. You are now ready to bring the video into your course.



Navigate to the course content area where you want your video to display. Click “Build Content”, then select “YouTube Video”.



Paste the YouTube video URL into the search box and click “Go”.



Click the “Select” button below the video.



The video displays in your course with the YouTube title and a duration and date added. You can edit the video settings to add a description in Blackboard.



## Placing a YouTube Video in Yuja