

Students: Embed in FLO from My Media



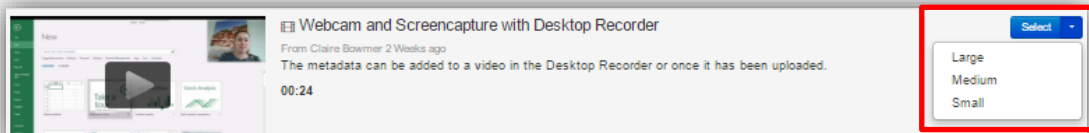
- 1 Upload your media to your private My Media repository. See Online Video Platform help page for instructions – *Upload a file to My Media*.

- 2 Login to FLO and go to the location where you would like to add the media. You can add audio and video to discussion forums, assignments and anywhere that the text editor box is available.

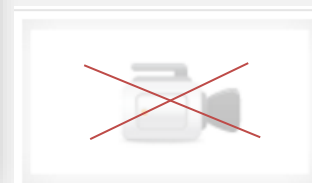
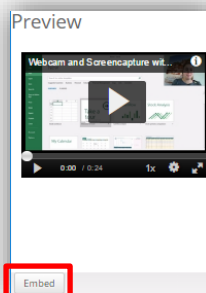
- 3 Find the Add Media button in the text editor box.



- 4 Find your chosen media click the blue Select button. This will default the display size of the embedded video to medium, you can change the size in the drop down menu.

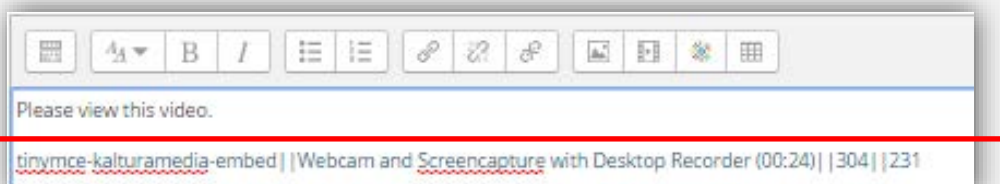


- 5 Preview your media at the display size and click Embed.
Hints: You may need to scroll down to view the *Embed* button.

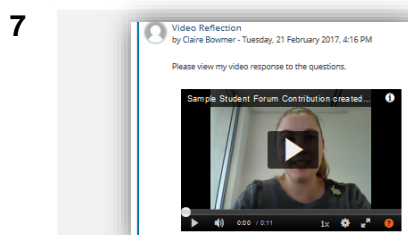


The video will not embed properly if the thumbnail is still the transcoding symbol, you will need to wait for it to finalise and refresh.

- 6 Your Media is now embedded as the blue text in the editor.



To prevent the embed code corrupting add text and other content on a new line.



Your embed code will appear as a video in FLO after you press the blue *save changes* or *post to forum* button.

This is the same process for embedding a video in an assignment.

- Look for this button for specific help throughout My Media.