

Students: Embed in FLO from My Media



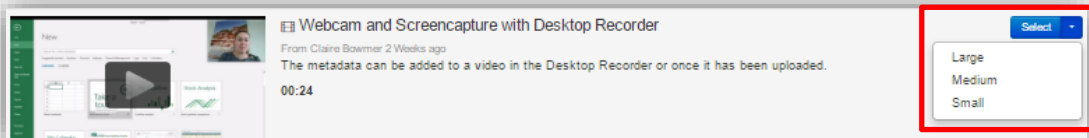
- 1 Upload your media to your private My Media repository. See the help page – *Upload a file to My Media*.

- 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.

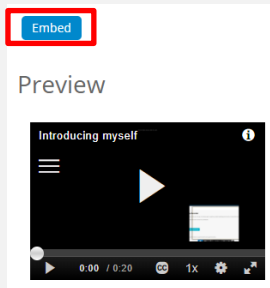
- 3 Find the Add Media button in the text editor box.



- 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.

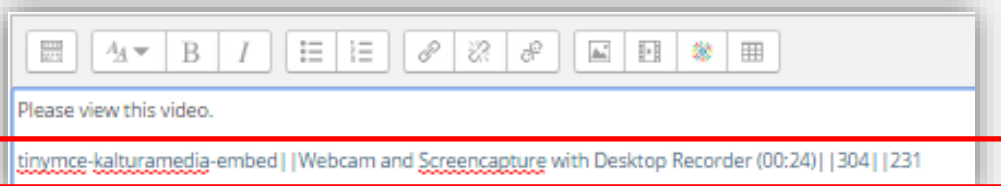


- 5 Preview your media and click Embed.

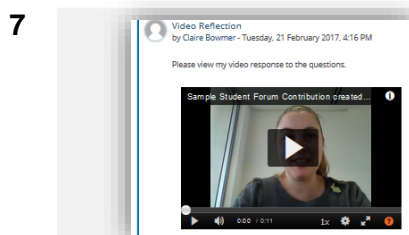


The video will not embed correctly if the thumbnail is still the transcoding symbol, you will need to wait for it to finalise and refresh.

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



To prevent the embed code corrupting add other content on a separate line.



After you *save changes* or *post to forum* your embed code will display as a video in FLO.

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

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