

How to create a YouTube account and upload videos

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Whether you have created an actual video, or have used free software like Windows Movie Maker to create a digital story using still images and text, you can upload your completed files to YouTube.

What will this guide show me?

This guide will show (step by step) how to register with YouTube and then how to upload a video so that other people can see it on YouTube or put it on other websites.

What are the educational benefits of doing this?

The use of video in the learning process can be of particular value due to its immediacy and authenticity. By careful selection of visual material, students can engage with content at an emotional level in a way that is less feasible with other media, particularly text. There are, of course, issues around consent and confidentiality that need to be fully addressed but being able to retain a visual record of an event or process can be of particular educational value – not least because it can be viewed at the pace appropriate to the learner. There is also an increasing awareness of the value of the use of video as an aid to skills development (e.g. interviewing).

Of crucial importance is that before placing any resource online, you are clear about your rights of ownership of the materials and are satisfied that the resource be used in a variety of ways by end users over which you have no control. Full consent of all involved is therefore vital before uploading to YouTube. If you are not the originator of the materials, you should be very wary of using them in this way as you could be breaching copyright laws.

You can use YouTube to distribute and share video clips to colleagues and students. Sample ideas include the following:

1. Record videos of workshops, training sessions or other events to capture them on record as well as providing access to non-attendees. An example is this presentation on the value of Evidence Based Practice:
www.youtube.com/watch?v=BPqv9K-IZUI&feature=related
2. Capture an induction; for example this one by Scottish social workers:
www.youtube.com/watch?v=mgIR6J-fRRE&feature=related

Continued over

▶ What are the educational benefits of doing this? (continued)

3. Promote the work of a community or partnership group to potential beneficiaries and sources of funding; Watch an example from the Leeds Initiative: <http://uk.youtube.com/watch?v=4B5qIoc3xVk>
4. Capture specialists on video so that others can benefit from their views, such as the short interviews made available by SWAP on YouTube, including Pete Alcock discussing “What is Social Policy?” www.youtube.com/watch?v=Ccff_50dFP4
5. Capture a sense of a conference or workshop you have attended; like this video diary from an attendee at the TechTrain event organised by SWAP at the University of Birmingham (April 2008): www.youtube.com/watch?v=WvRCXm229x0E

Equipment Needed

- A modern laptop or desktop computer. If you have already used a computer to create a video clip or digital story of some kind then it will be powerful enough to work with YouTube.
- A high speed connection to the Internet. The term high speed is a contentious and changing one but anything described as “Broadband” will be sufficient if working from private premises or smaller workplaces. Many larger workplaces will have some kind of internal high speed network and a fast connection to the Internet.
- A modern web browser. YouTube will work with recent versions of most web browsers, including Internet Explorer on computers running Microsoft Windows and Safari on Apple computers. It will also work with browsers like Firefox from the Mozilla Foundation.

Step by step guide to registering with YouTube

Before you can upload videos to YouTube you first need to complete the free registration process.

▶ **Step 1** Go to www.youtube.com

▶ **Step 2** Click on the Sign Up link on the top right of the home page.



▶ Step by step guide to registering with YouTube (continued)

▶ Step 3 Complete the online form

Create your YouTube Account

Join the largest worldwide video-sharing community! Sign up now to get full access with your YouTube account.

1. Use a real email address.

2. Choose a password - a longer password is a stronger password.

3. Select a username - this is the name that will show on the site. The check availability link allows you to see if your chosen name is available.

4. Complete the personal details.

5. Enter the "funny looking" text.

6. You must agree to the Terms of Use - and you should read them.

7. Click on the 'Create my account' button.

Create Your YouTube Account

E-mail Address:

Password:

Password strength:

Re-type Password:

Username:

Your username can only contain letters A-Z or numbers 0-9


[Check Availability](#)

Location:

Postcode:

Date of Birth:

Gender: Male Female

 [New Image](#)

Word Verification:

Enter the text in the image

Let others find my channel on YouTube if they have my email address

I agree to the Terms of Use and Privacy Policy.

Uploading materials that you do not own is a copyright violation and against the law. If you upload material you do not own, your account will be deleted.

▶ Step 4 Confirmation of successful sign up

Thank you for joining YouTube!

Please Check Your E-mail

A confirmation email has been sent to your email address. Please check your email. If you do not receive the message within a few minutes, please also check your bulk or spam folders.

[Change Email or Resend Confirmation Email](#)


[Edit your Channel Information](#)

This is why you must give a REAL email address when signing up to YouTube.

▶ Step 5 Wait for your confirmation email and click on the link to confirm your email address

YouTube Broadcast Yourself™ [Help Centre](#) | [email options](#) | [report spam](#)

Confirm your email address to start participating in the YouTube community!

Thank You for Signing Up, 

You've taken the next step in becoming part of the YouTube community. Now that you're a member, you can rate videos, but to leave comments or upload your own videos to the site, you'll first need to [confirm your email address](#). If that link doesn't appear, you can paste the following link into your browser.

http://www.youtube.com/confirm_email?cid=5E627A0A9F45EFFF&nid=UZQ071Ei29SvIL9wZB80xZ8JgkKuKSyqMLWvPT4TNN=&next=/

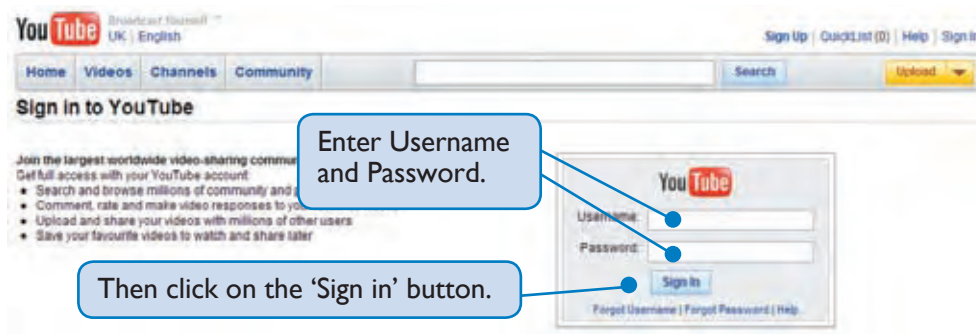
Please read [Terms of Use](#) and [Copyright Tips](#) before uploading so that you understand what's allowed on the site.

Click on one of the links to confirm your email address.

Continued over

▶ Step by step guide to registering with YouTube (continued)

▶ **Step 6** Click the 'Sign in' button on your sign in page



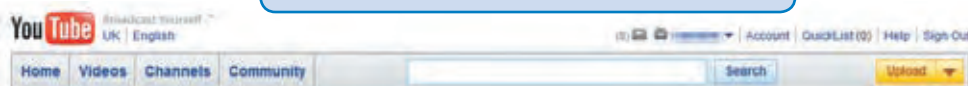
Having completed Steps 1-6 you have now created a YouTube account.

Remember that you only have to do this once and in future you only need to log in to YouTube using your username and password.

Features available to registered users

Remember that you do not need to sign in to YouTube to browse and watch videos but you do need to sign in to upload videos, to read any messages you may have and to use the full range of features.

Once signed in, the menu bar changes.



Clicking on your username reveals some details about your account. When you first look at these details it will tell you that you have no Favourites (these are videos uploaded by other people that you want to keep as a Favourite – just as web browsers allow users to keep web pages as Favourites). Clicking on Account will reveal a drop down menu of useful shortcuts to explore.

How to upload a video in four easy steps

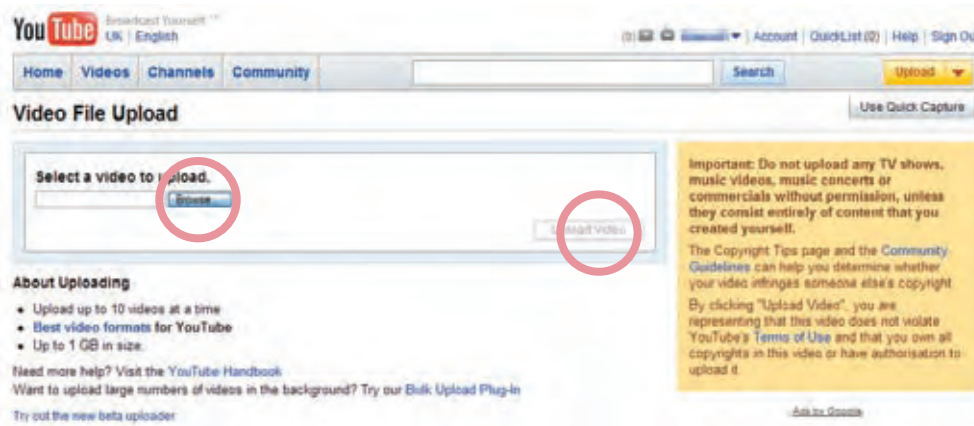
▶ **Step 1** Click on Account in the top right menu bar.

▶ **Step 2** Click on the Upload link button and then find the video you want to upload.

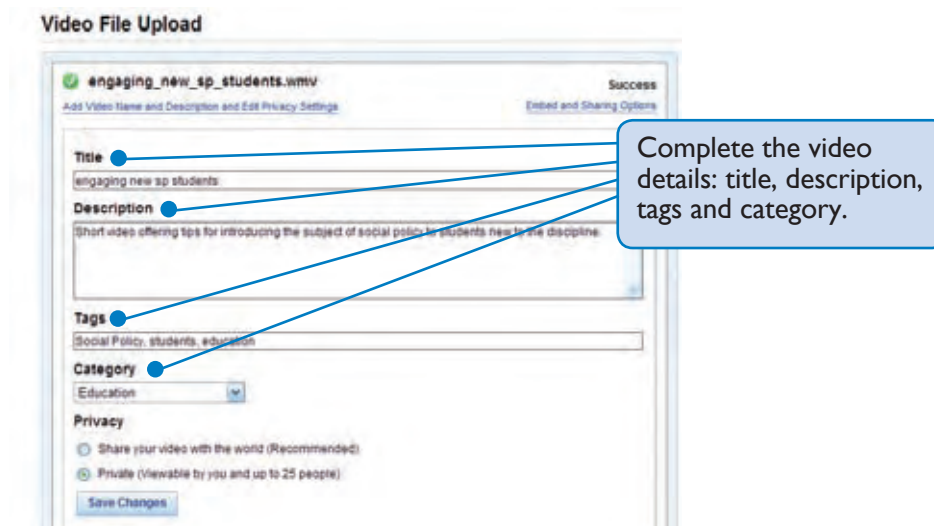


▶ How to upload a video in four easy steps (continued)

▶ Step 3 Browse for Video File and click Upload Video.

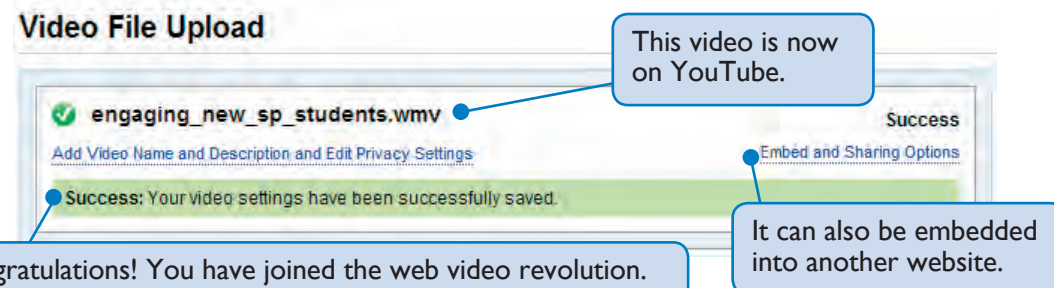


▶ Step 4 Complete the details (as in the example below)



The video will then be uploaded to YouTube. YouTube will automatically convert the video into the correct size and file format (Flash) for inclusion on the YouTube website. It will then appear on your profile page along with the details, such as Title, Description and Tags as detailed when uploading.

Completion of Video Upload!

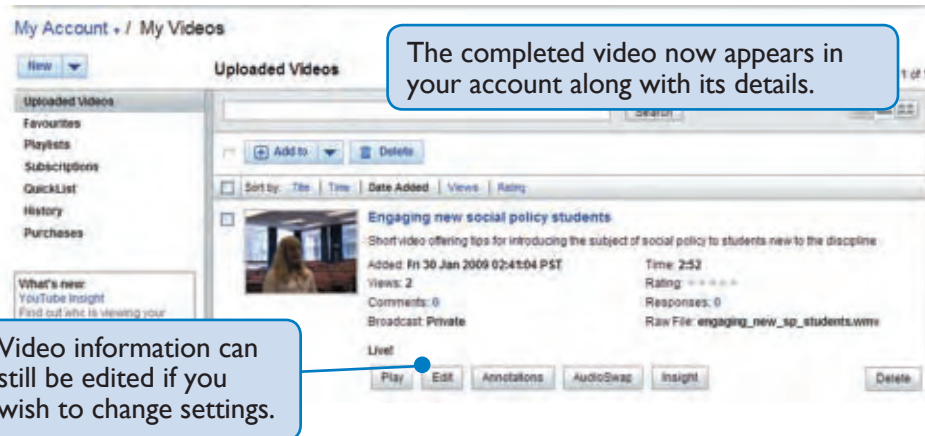


Continued over

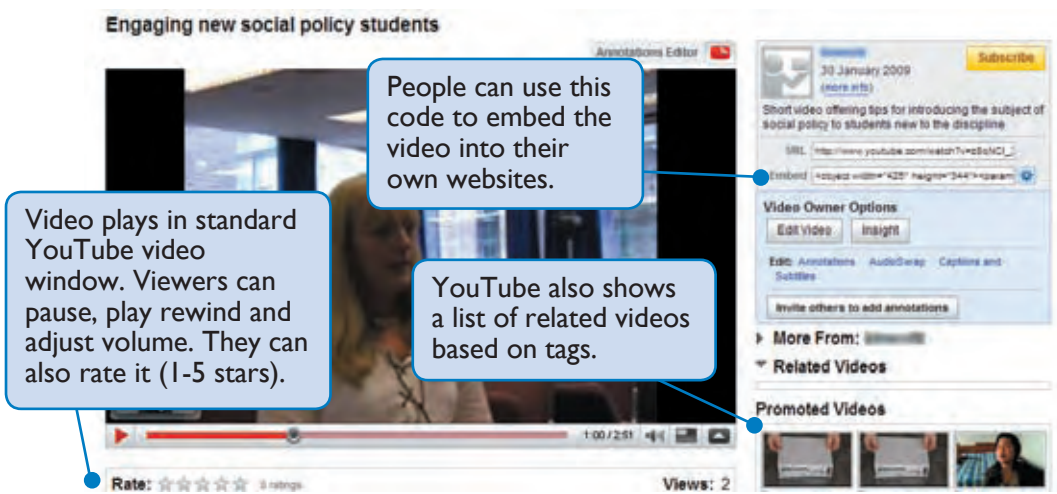
▶ How to upload a video in four easy steps (continued)

The video is now on YouTube and can be viewed by looking at the My Videos section of your account. The video can also be placed within (embedded in) another website (or blog) by copying and pasting the computer code that YouTube has created.

Uploaded Videos showing video details



To view the video click on the title of the video, which is a hyperlink, and the video will play in a new window. In this example the title of the video is “Internet & The Music Industry”.



Some useful things to know

What length of video can I upload?

The video should be no more than 10 minutes in length and 1GB in size.

How long does it take to upload a video?

It depends on the speed of your connection (domestic broadband usually uploads more slowly than it downloads), the size of your file, the amount of data traffic on the Internet and how busy the servers (computers) at YouTube are at the time of upload. It may take just a few minutes but it could easily take several hours. This is worth bearing in mind if

you are planning to use a video in connection with a particular presentation or something else that is time sensitive. Once the video has uploaded, YouTube has to process the video and once again the time required varies.

When will my video show up on YouTube searches?

Even when your uploaded video appears on your profile it may be several hours before someone using the search feature can find it as new videos are being uploaded all the time and the search engine has to constantly index the changing collection of videos available on YouTube.

Public or private?

There is an option to make each video either public or private. Anyone can view a public video but only people you authorise can view a private video. Private videos can be viewed by groups of up to 25 people. These settings can be changed by going into My Videos on your profile and choosing the **Edit Video Info** button. Complete the details using the online form to set your private access details.

Disable embed code?

By default YouTube provides some code on the page of each video as it is being viewed so that other people can embed the video into their blog or website. This means that the video will appear to be part of that website. If you want to disable this option then go into MyVideos and Edit Video Info.

A cautionary note about tags

When you upload a video you can assign tags (keywords) to help describe the video. There may be perfectly good educational or professional reasons why you would label a video with terms like 'sex' but please note that YouTube will display other videos using the same tags on the YouTube page displaying your video. Some of these videos may not be suitable for your intended audience. This is one reason that you may want to carefully consider your use of tags, or why you might want to embed the video into your own website or blog.

This is a free service – there are no service level agreements

YouTube is owned by Google and has shown itself to be a very reliable service. However, there may be times when it is unavailable for short spells or the videos are slow to play. Therefore you should not plan presentations or assessments where access to a video on YouTube is absolutely essential.

Terms of use

Bear in mind that the Terms of Use allow YouTube to re-use, re-distribute, or otherwise do what it wants with your video content. This does not negate its potential usefulness but should be borne in mind. Remember also to get the permission of anyone appearing in your videos and make sure they understand that the video may be posted on YouTube which has a global audience.

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Useful web places

Examples of organisations using YouTube as a communication channel

Amnesty International Channel on YouTube: www.youtube.com/user/AmnestyInternational

The BBC Channel on YouTube: www.youtube.com/profile?user=BBC

Friends of the Earth: www.youtube.com/user/friendsoftheearth

The SWAP Channel on YouTube: www.youtube.com/user/swapsoton

Useful articles available on the web

Making educational movies – without a camcorder

Helpsheet 4 from the E-supported Learning and Teaching Enhancement (ELTE) Project.

www.swap.ac.uk/docs/eltep_helpsheet4.pdf

Podcasting is Dead. Long Live Video!

Research paper on the Higher Education Academy Bioscience website examining the benefits of video over audio. www.bioscience.heacademy.ac.uk/journal/vol10/beej-10-cl.htm

Seven things you should know about YouTube

A concise (two sides A4) document containing seven useful facts for educators about YouTube. www.educause.edu/ir/library/pdf/ELI7018.pdf

Web 2.0 for Content for Learning and Teaching in Higher Education (29 sides A4)

Report commissioned by the Joint Information Systems Committee (JISC) on Web 2.0.

www.jisc.ac.uk/media/documents/programmes/digitalrepositories/web2-content-learning-

Useful software or services for video creators

Microsoft Windows Movie Maker (free video editing software for Windows computers)

www.microsoft.com/windowsxp/downloads/updates/moviemaker2.msp

Official “How-To” guide for Windows Movie Maker from Microsoft

www.microsoft.com/windowsxp/using/moviemaker/default.msp

iMovie from Apple’s support site which comes pre-installed on Apple computers

www.apple.com/ilife/imovie/

For more details on the ELTE project visit the SWAP website

www.swap.ac.uk/projects/a-z

call 02380 5993 10 or email swapenquiries@soton.ac.uk

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