

## Uploading a Video to SchoolinSites

Notes created January 31, 2017

### Downloading a video from Facebook

Find the video you want to download and right click on it. Click on “Show video URL.”



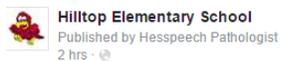
Copy the URL and paste it into another browser tab.

Secure | <https://www.facebook.com/HilltopElementaryHawks/videos/1102716119851237/>

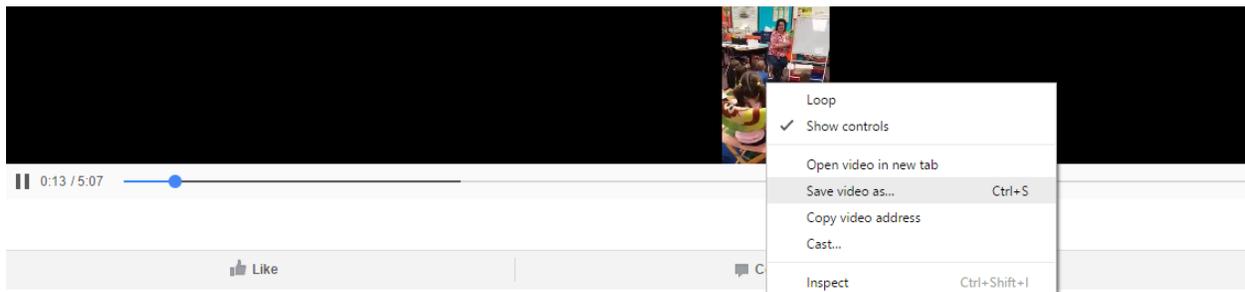
Replace the www part with an m.

Secure | [https://m.facebook.com/story.php?story\\_fbid=1102716119851237&id=153306704792188&\\_rdr](https://m.facebook.com/story.php?story_fbid=1102716119851237&id=153306704792188&_rdr)

Play the video and then right click on it (the video part –not the black part).  
Click on Save Video As.

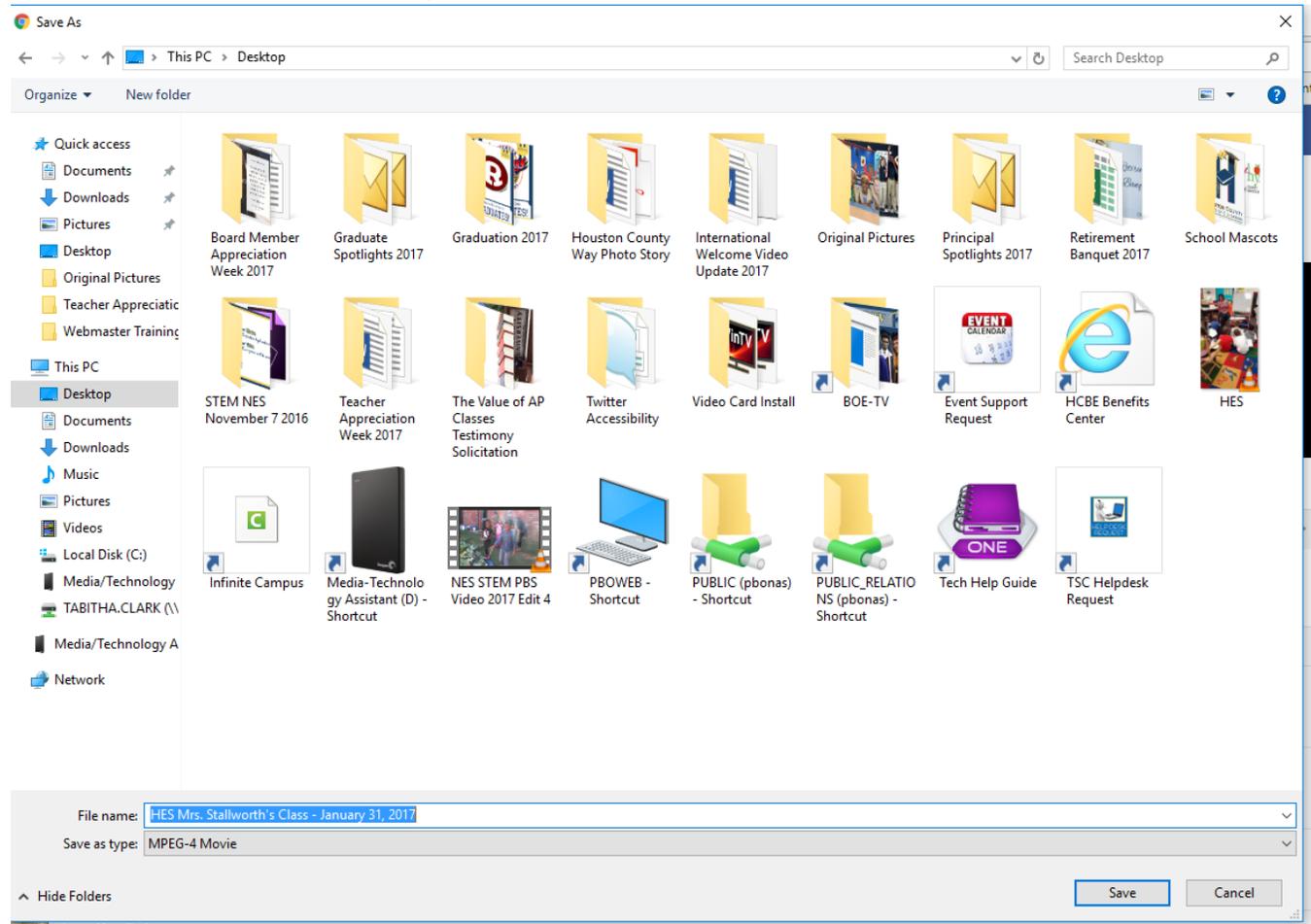


Check out Mrs. Stallworth's class as they learn about word endings -ing and -ed! Mrs. Stallworth is building skills essential for reading! We love learning here at the TOP!



Boost this post for \$5 to reach up to 990 people.

Then save it to your Desktop.

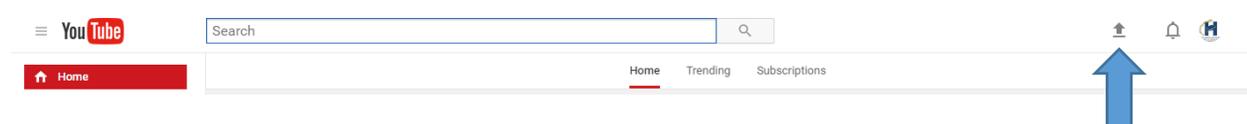


## Create a YouTube page for the school.

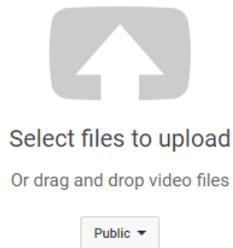
You can do this with your hcbe.net address. It does not necessarily have to be promoted but it can house any videos that you want on your website. An example that is great to follow is [David Perdue Elementary](#).

## Uploading a video in YouTube.

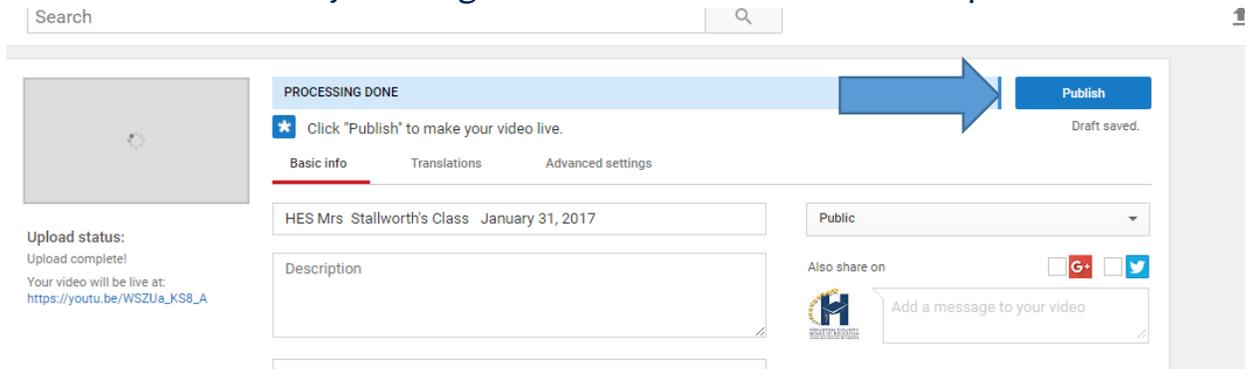
Once your YouTube page is created – you will need to upload the video. Click on the upload icon (upper right hand of the screen).



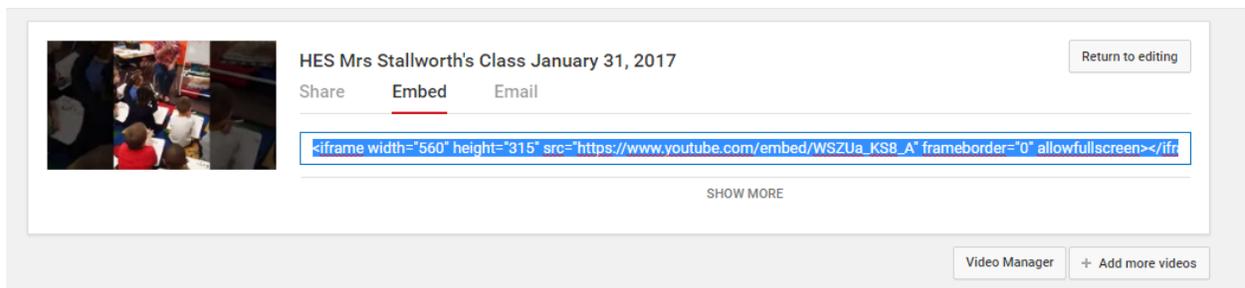
Click on “Select files to upload” and find the file on your Desktop.



Once it finished uploading and processing – click on the “Publish” button. This screen is also where you can give the video a name and description.



Once you click on “Publish” it will give you the options of sharing it. Click on the “Embed” option and copy the code.



## Embedding the Video onto Your School's Website

Log into your school's website and go to the Highlights section. Find the Highlights section by going to School Admin Areas → Home Page → Highlights.

Click on “Add a new Highlights Item.”

### Highlights

[Add a new Highlights Item](#)

Highlights

Add a title and then click on the “HTML” button.

#### Add Highlights

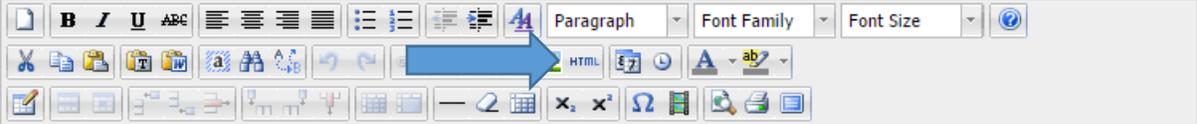
Highlights Title\*

Teaser

Date to be posted on website

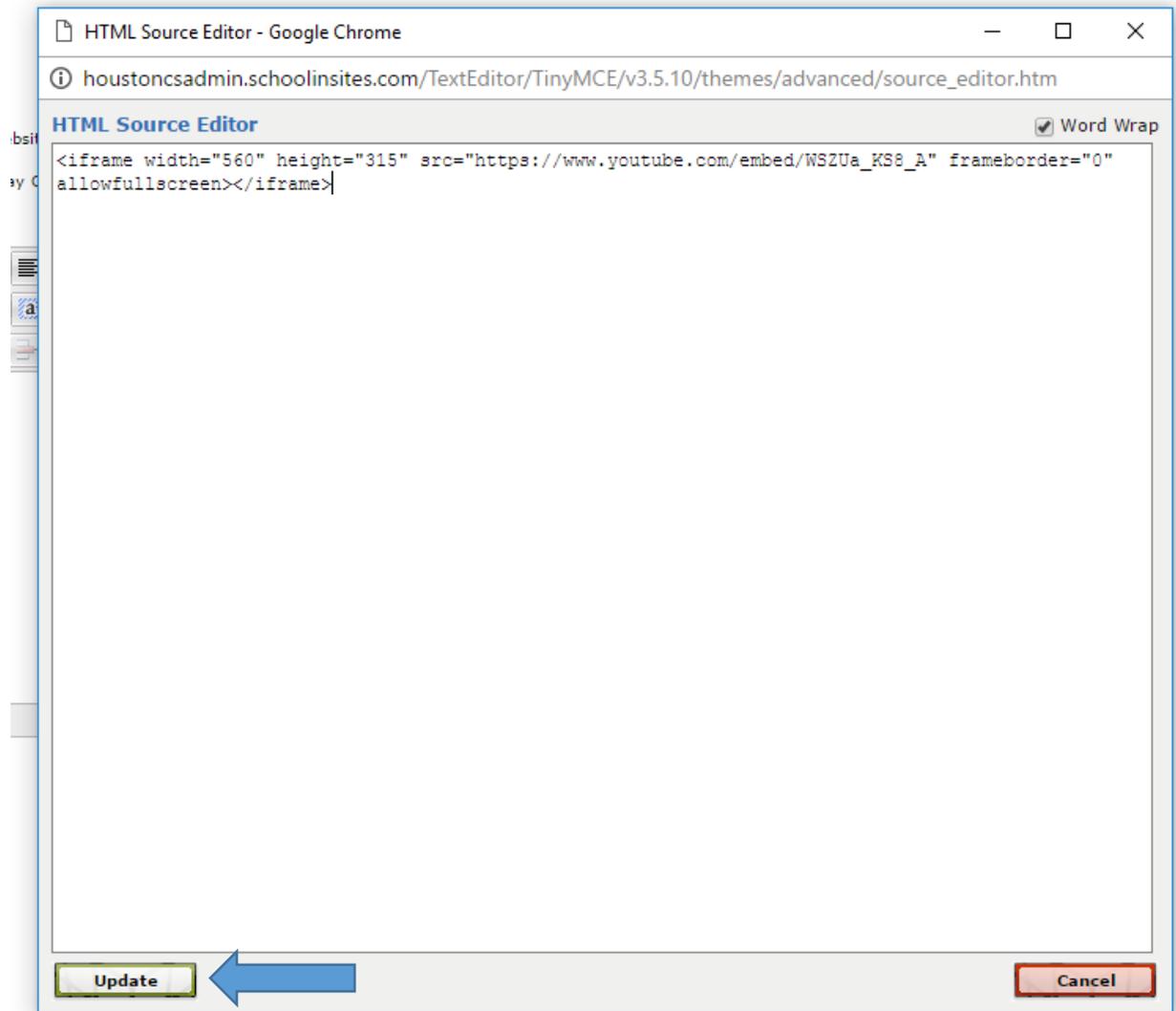
High Priority [Display On District Web Site]

Description :



A rich text editor toolbar is shown with various icons for text formatting, alignment, and insertion. A blue arrow points to the 'HTML' button, which is used to switch to the HTML source editor. Below the toolbar is a large empty text area for entering the description. At the bottom left of the editor, the path is indicated as 'Path: p'.

Copy the code into the HTML box and click on “Update.”



The video box outline will appear. Now all you need to do is add text (if applicable) and click on “Add Highlights” in the upper right hand corner of the screen.

#### Update Highlights

Highlights Title\*

Teaser

Date to be posted on website

Picture

Picture Caption

High Priority [Display On District Web Site]

[Back to Highlights Page](#)



Description :

Check out Mrs. Stallworth's class as they learn about word endings -ing and -ed! Mrs. Stallworth is building skills essential for reading! We love learning here at the TOP!

Path: p » span

Your new Highlight with the video will appear on your school’s homepage!

## Highlights

### **Awesome Learning in Mrs. Stallworth's Class!**



Check out Mrs. Stallworth's class as they learn about word endings -ing and -ed! Mrs. Stallworth is building skills essential...

[Full article »](#)

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