



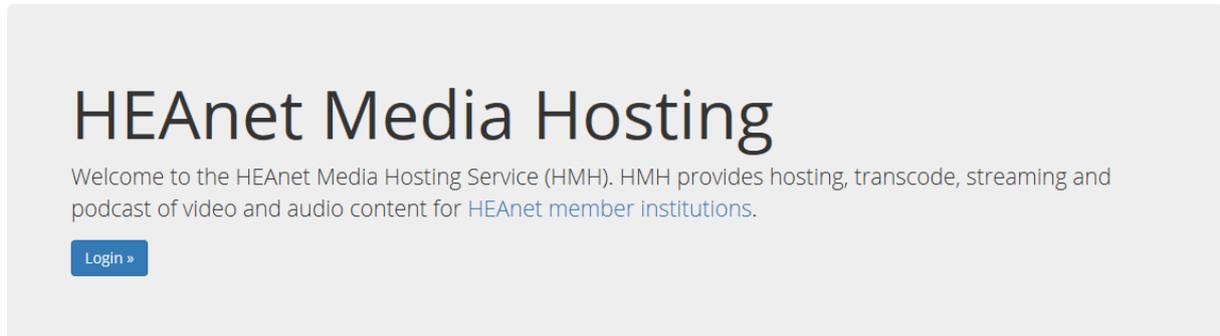
Uploading Videos - Support Documentation

Contents

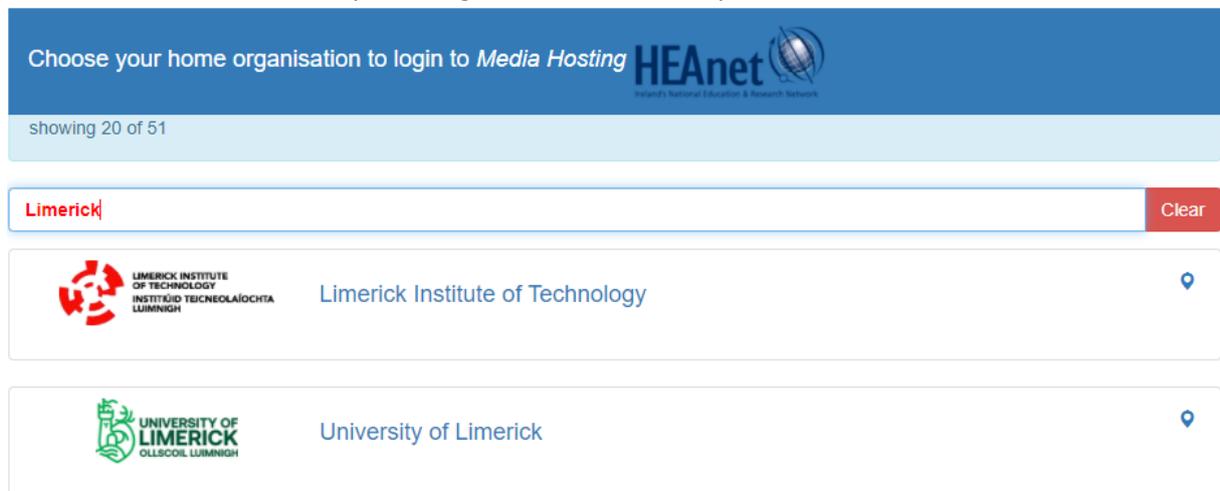
| | |
|------------------------|---|
| Uploading Videos | 2 |
| Access Control..... | 4 |
| Share | 5 |

Instructions:

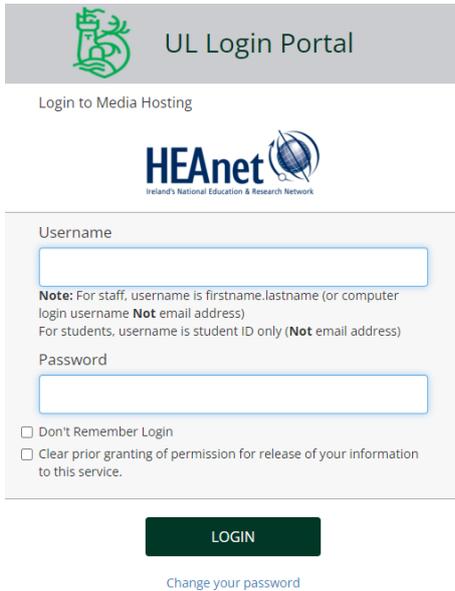
- Open <https://media.heanet.ie/>
- Click **Login:**



- Select **University of Limerick** from the list
- **Note:** You can filter the list by entering **Limerick** if necessary:

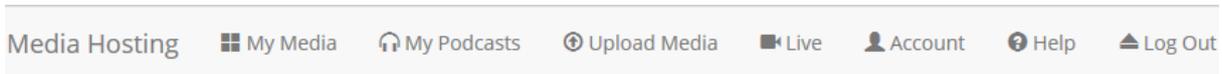


- Enter your UL username and password



The screenshot shows the 'UL Login Portal' interface. At the top left is the UL logo. The main heading is 'UL Login Portal'. Below it, it says 'Login to Media Hosting'. The HEAnet logo is prominently displayed, with the text 'Ireland's National Education & Research Network' underneath. The login form contains two input fields: 'Username' and 'Password'. A note specifies that for staff, the username is 'firstname.lastname' (or computer login username, not email address), and for students, it is the student ID only (not email address). There are two checkboxes: 'Don't Remember Login' and 'Clear prior granting of permission for release of your information to this service.' A green 'LOGIN' button is at the bottom, with a link to 'Change your password' below it.

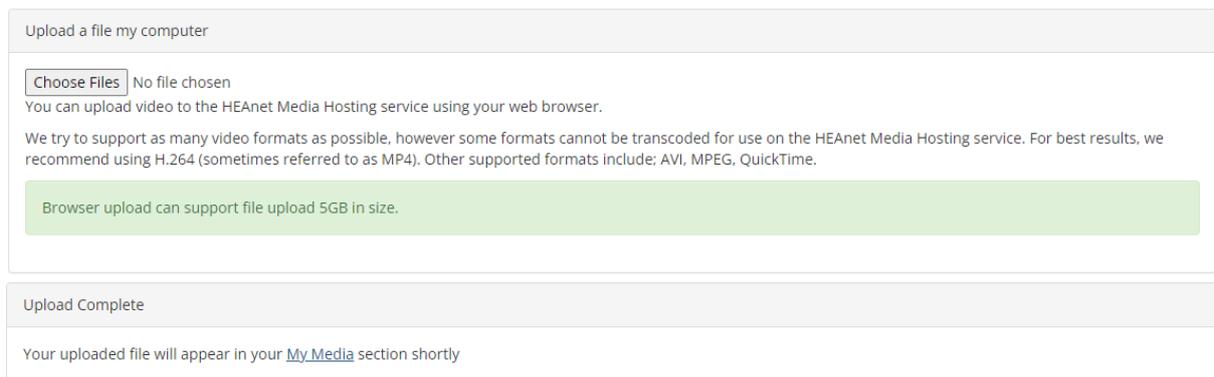
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- Click **Login**
- Select **Upload Media**



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- Click **Choose Files**
- Select the video file from your computer

Upload Media

Upload video and audio files into the HEAnet Media Hosting service.



The screenshot shows the 'Upload Media' interface. The main heading is 'Upload a file my computer'. There is a 'Choose Files' button and the text 'No file chosen'. Below this, it says 'You can upload video to the HEAnet Media Hosting service using your web browser.' A note mentions supported video formats: H.264 (sometimes referred to as MP4), AVI, MPEG, and QuickTime. A green box highlights the text: 'Browser upload can support file upload 5GB in size.' At the bottom, there is a section titled 'Upload Complete' with the text: 'Your uploaded file will appear in your [My Media](#) section shortly'.

-
- Click **My Media** to view the media you uploaded

- **Important Note:** For the purposes of the **Excellence in Teaching Award Nomination** process, **DO NOT restrict access to Institution (ul.ie) only** as this will prohibit external board members from viewing your video(s) uploaded to <https://media.heanet.ie>
- After uploading the file, you can restrict access to UL members only under the **Access Control** tab:

Media Hosting My Media My Podcasts Upload Media Live Account Help Log Out



Details Edit Share Podcast Access Control

Restrict viewing to ...

Owner Institution (ul.ie) Public

Restrict sharing

Owner Only ul.ie users Public

Download original

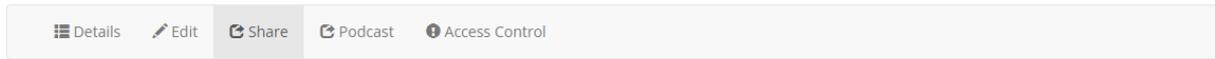
Owner only Download by ul.ie users Public

Transfer Ownership to Group

Groups

Transfer

- You can share your video using the **Public Link to Your Video** under the **Share** tab:



Start Time End Time

```
<iframe src="https://media.heanet.ie/player/a89af1058156450d8cde89e9f78fcb91" name="a89af1058156450d8cde89e9f78fcb91" width="320" height="320" marginwidth="0" marginheight="0" scrolling="no" frameborder="0" allowFullScreen="true"></iframe>
```

To embed a video, just copy the code from the "Embed Your Video" box. Once you've copied the code, just paste it into your website or blog to embed it.

Public Link to Your Video

<https://media.heanet.ie/page/a89af1058156450d8cde89e9f78fcb91>

Open Link

Download link

<https://media.heanet.ie/download/a89af1058156450d8cde89e9f78fcb91>