

Media Hopper

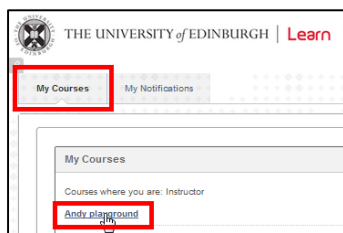
Adding content from Media Hopper to a Learn course

In this guide you will learn how to add media files from your Media Hopper account to a Learn course, as well as upload files from your computer to Media Hopper and Learn simultaneously.

Adding an existing media file to a course

Media content stored within your Media Hopper account can be added to a new or existing Learn course.

1. In Learn, click on the **My Courses** tab and select the course you wish to add the file to. You must be an instructor on the selected course to add content to it.



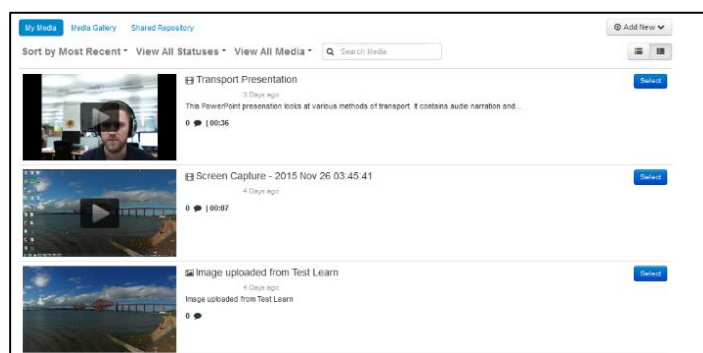
2. Create a new Content Area or select an existing one.



3. Click on the **Tools** menu and select **Media Hopper** to open your **My Media** area.

The My Media area is a repository for all of your media files.

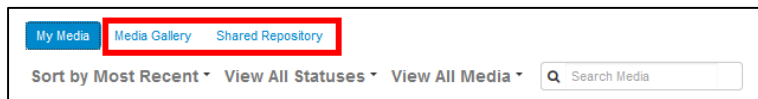
It allows you to view content, change privacy settings and select files to add to your Learn courses.



The search box and filter options can be used to locate a specific file.



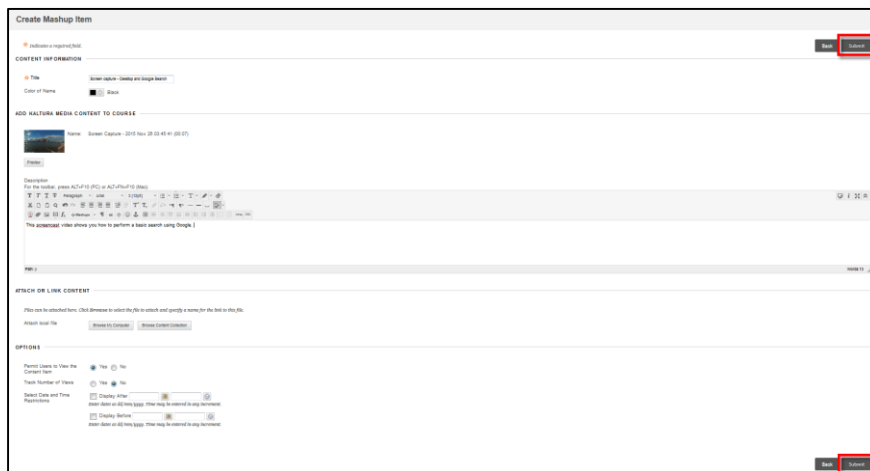
You can also access your Media Gallery (a searchable gallery of media content for a specific course) and the Shared Repository areas from here.



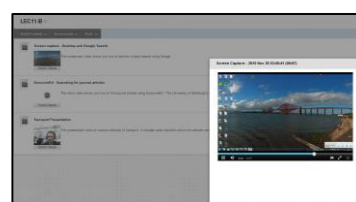
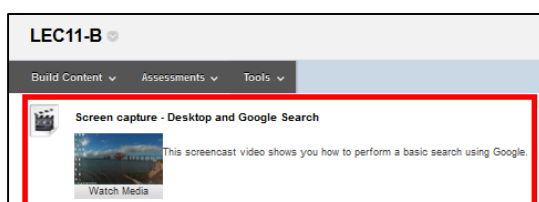
4. Click the **Select** button next to the file you would like to add to your Learn course.



5. In the **Create Mashup Item** form, enter as much information about your file as possible and click on either of the **Submit** buttons.



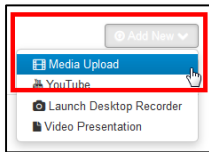
6. The media file will now appear under the selected content area within your Learn course. It can be previewed by clicking on **Watch Media** (located under the thumbnail).



Uploading content from Learn to Media Hopper

An existing file stored on your computer can be uploaded to a Learn course and your Media Hopper account simultaneously, from within Learn.

1. In Learn, select an existing content area or create a new one.
2. Click on **Tools** and select **Media Hopper**.
3. Click on the **Add New** button and select **Media Upload**.

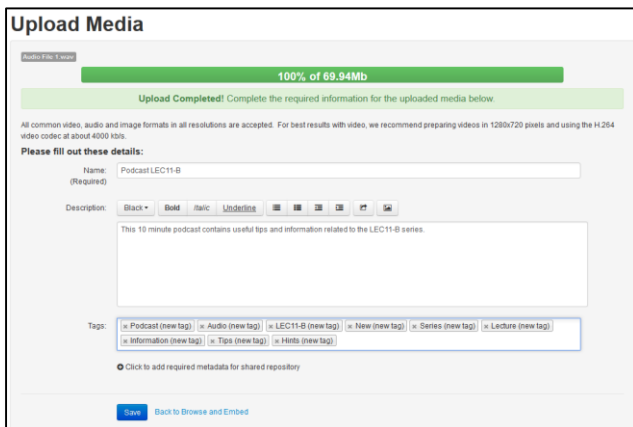


4. Click on the **Choose a file to upload** button, locate and select the file you wish to upload, and Click **Open**.



All common video, audio and image files in all resolutions are accepted.

5. As your file is uploading, enter information about it including a name, description and add some tags. Make the information as relevant to the file as possible, as this is how other will be able to search for and view your content (depending on privacy settings).



6. Click **Save**, followed by **Back to Browse and Embed**. You will now see your uploaded file within the **My Media** area. It can be added to your content area within Learn by clicking on **Select**.

