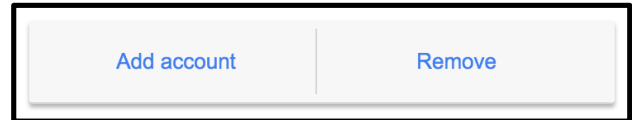


How To Upload your Graduation Video File to Youtube and share the link.

Step 1

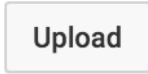
Go to www.youtube.com

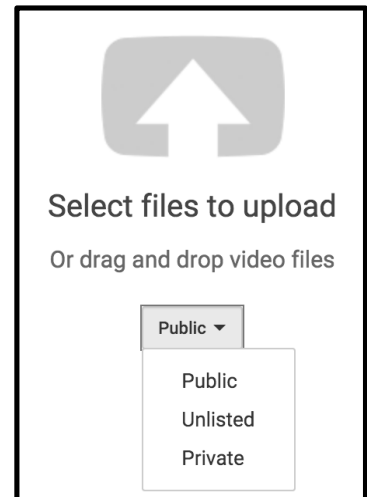
- Sign in or create a Google account by selecting “**Sign In**”
 - This is located on the top right of the youtube website.
- Enter or select a Google username or select “**Add account**” to create a new Google account.
 - This will also be how you will sign into Youtube.



Step 2


Uploading your Video File

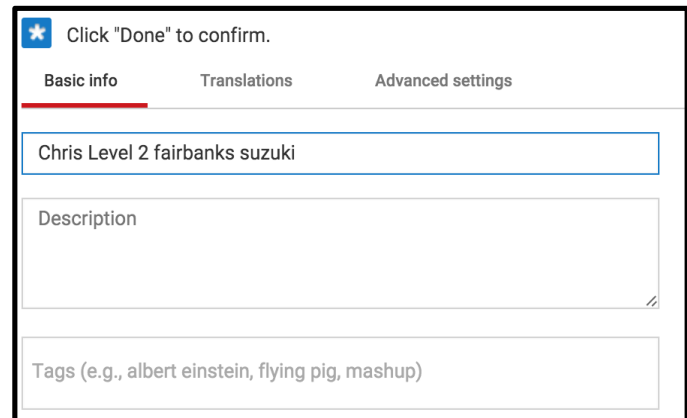
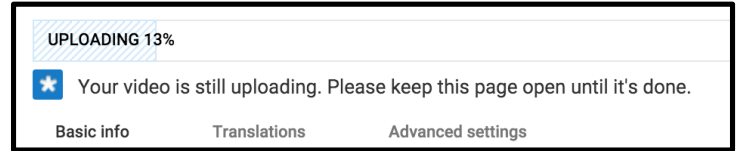
- The Upload button  is located on the top right of your page.
- Before uploading your video file, select either “Public or Unlisted” so the viewer will see your video when they click on the link to your video.
 - The “Private” setting only allows you to see the video on Youtube when you sign in. (**DO NOT SELECT THIS SETTING** – won’t work for evaluators trying to view)
 - “Unlisted” allows you to send a link of the video by email or text. (**Preferred**)
 - “Public” offers the same sharable link as “Unlisted” and allows viewers to search and find the video. (**May be selected**)
- Upload your video by pressing on “**Select files to upload**” or drag and drop the video file onto the Youtube webpage.



Step 3

Publishing Your Video File

- Your video file will begin uploading.
 - Upload time will vary due to the variety of size and internet speed.
- Name the video with the student's first name, level number, and "fairbanks suzuki".
 - Adding a description and tags are optional but not necessary.
- Press,  when the video file has been uploaded.
 - This will take you to a page that has the link to your video file.



Step 4

Sharing the Link

- copy the link provided by Youtube and send it to fullcircleatite@gmail.com

For a more complete video tutorial on how to upload a video file to Youtube, please watch this short Youtube tutorial.

<https://youtu.be/Hlxqk0iHp5w>