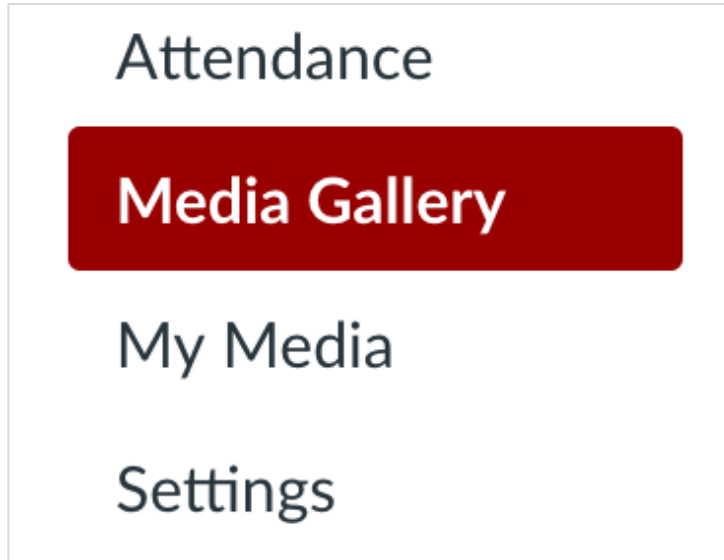
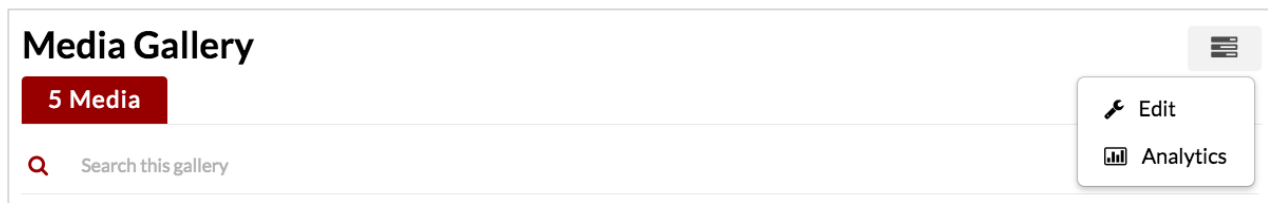


Step 1: Go to Media Gallery



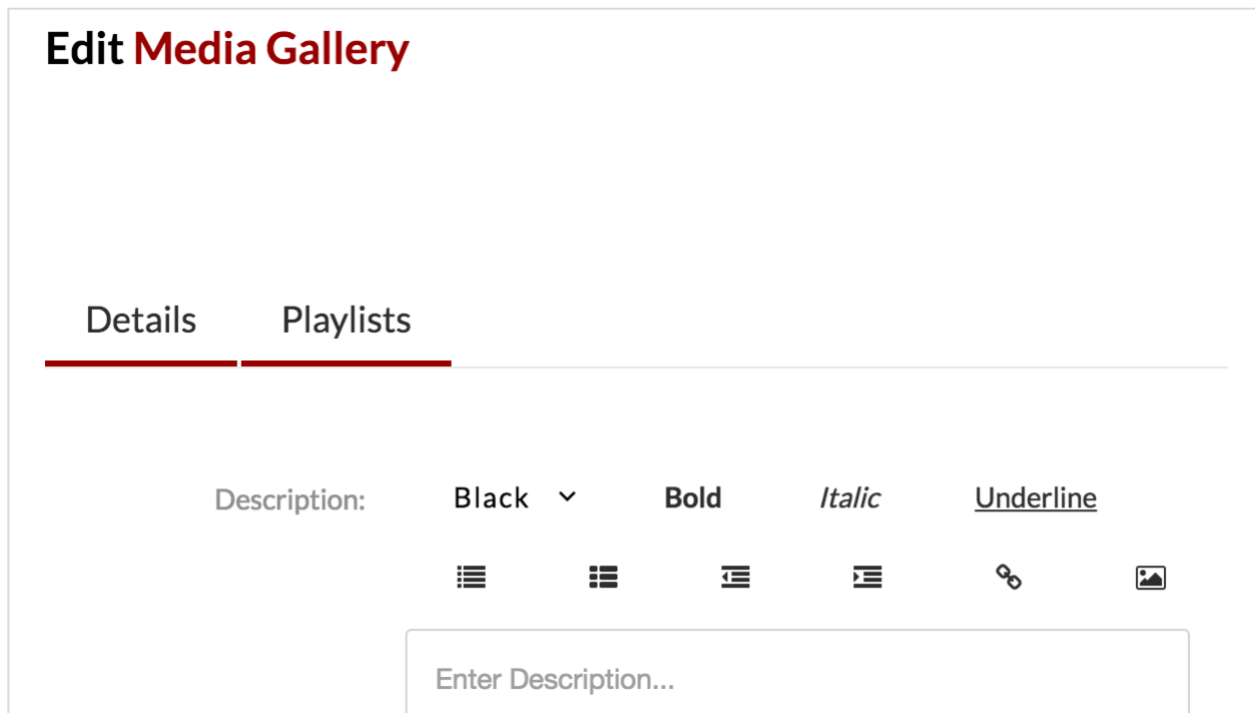
Go to your Canvas course and select Media Gallery from the course left-hand navigation.

Step 2: Select Edit



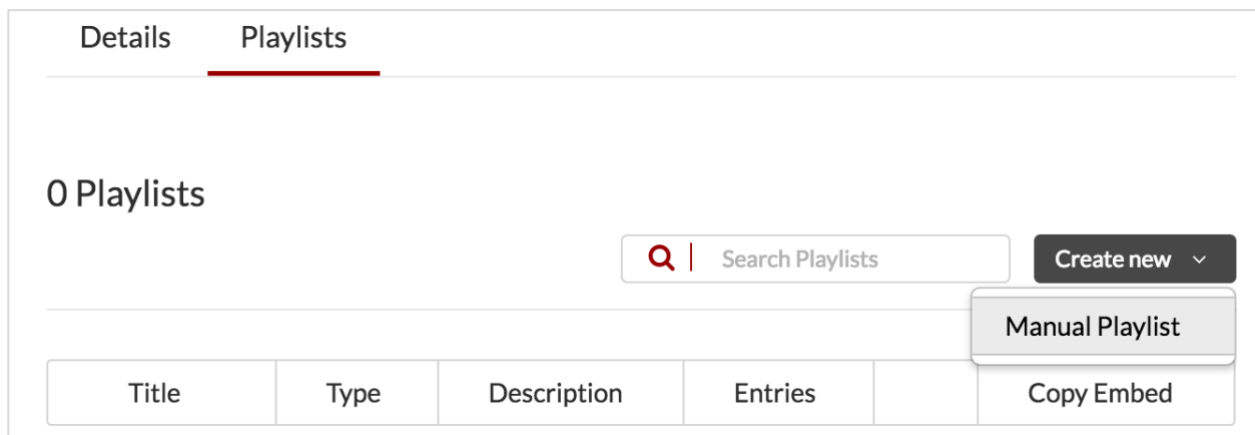
From the hamburger button on the right-hand side, select Edit from the drop-down menu.

Step 3: Select Playlists



The Details tab will be opened by default, click the Playlists tab.

Step 4: Select Create New



Select the Create New button and Manual Playlist from the drop-down menu.

Step 5: Create a Manual Playlist

Create a Manual Playlist

1. Set Details ^

Title:
(Required)

Description:

Tags:

Cancel Save

A box will appear for you to create a playlist. For the first step enter a required Title, the Description and Tags field are optional.


Step 6: Add Media

Create a Manual Playlist

2. Add Media ^

Media Gallery

Sort by Most Recent ▾ View All Media ▾ 🔍



Edit the Title, Description or Tags on your Video in Canvas My Media Add

From Jasmine Harris 2 Months ago

This tutorial walks you through the steps to edit a video's title, description, and/or tags in My Media on Canvas.


teaching & learni... tit canvas

canvas tools my media video title

video description video tags title

description tag tags

0



Record a Webcam & Screen Capture Video to your Canvas My Media Add

From Jasmine Harris 2 Months ago

Canvas

Add media to the playlist

Cancel Save

Next add media by clicking the Add button next to each video you want in the playlist. To rearrange the video order, hover over the six-dot icon, click and drag the video to the correct spot.

Note: Only media that is published to the course Media Gallery can be added to a playlist.

Step 7: Select Save

The screenshot shows a split-screen interface. On the left, the 'Media Gallery' is active, displaying a video titled 'Record a Webcam & Screen Capture Video to' by Jasmine Harris, posted 2 months ago. A green checkmark and a red 'Add' button are visible next to the video. On the right, the 'Canvas' page is shown with a video player and the text 'Edit the Title,' next to it. At the bottom right of the interface, there are 'Cancel' and 'Save' buttons.

Teaching & Learning Technologies (TLT)

Contact: classhelp@utah.edu | 801-581-6112 | tlt.utah.edu

Canvas Help Drop-In Hours: M-F 9:00AM-4:00PM