


Create unitedstreaming.com Hyperlinks in Online Distance Learning Courses

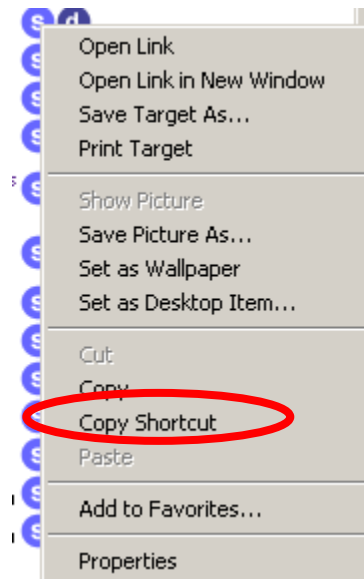
You can create hyperlinks to our servers so you are STREAMING from our site in almost any word processing, web authoring, or multimedia software. Why do you need to do this? To protect the content. Only subscribers to the site may view the videos.

For this tutorial, we will demonstrate using Microsoft® Word® and [Blackboard®](#), an online distance learning courseware, Internet Explorer®, and a PC computer. *There will be slight adaptations to the steps below depending on your setup.

Retrieving the URL address to the unitedstreaming.com Servers

1. Log into [unitedstreaming.com](#).
2. Search for your video title.
3. Get to the screen that has the video clips to this title.
4. Right click over the .
5. Scroll to "Copy Shortcut".

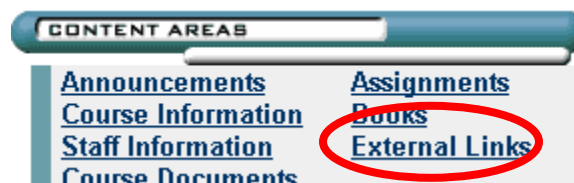
Gravity and Inertia
(02:01)



There are a few ways to display the streamed video links. The first tutorial is how to make a stand-alone link found under "external links" in Blackboard. The second tutorial is how to make a link in a word processing document to upload to Blackboard and access through course documents, assignments, etc.

Option 1: To Make a Streamed Link to the unitedstreaming.com Servers

1. Click External Links.



2. Name your link, remove the
3. existing <http://> and paste in the “shortcut” from the unitedstreaming.com site.

1 Link Information

Name:

URL: (circled in red)

Description:

Plain Text HTML

3. Click “Yes” to the “Launch Item in external window”. It will save confusion from people closing Blackboard.

2 Options

Do you want to make the link visible: Yes No

Launch Item in external window Yes No (circled in red)

4. You now have the link that can be modified or removed. You can also add other video clips.

External Links

(Add Item button circled in red)

Current Location: External Links

[Gravity and Inertia Video](http://www.unitedstreaming.com/play.cfm?thefile=10070%2Fchp889572%5F256K%2Easf&protocol=h&e=y&title_id=10070&media_file_id=1000877&login_id=315322) (http://www.unitedstreaming.com/play.cfm?thefile=10070%2Fchp889572%5F256K%2Easf&protocol=h&e=y&title_id=10070&media_file_id=1000877&login_id=315322)

Option 2: Creating a Streamed Video in a Word Processing Document

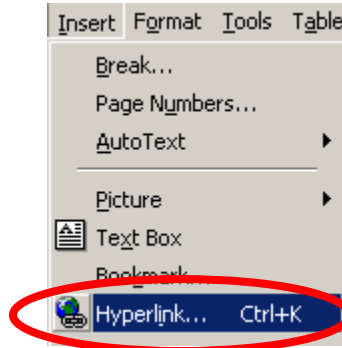
1. Open your word processing document (existing or make a new document).
2. For your students, create guidelines or an activity that incorporates the unitedstreaming.com video(s). Also include directions to log into

unitedstreaming.com and tell them to enter their user name and password. *Please, do not include the user name and password in this document or anywhere online password as you may wish to have “visitors” to your site.* Also mention them needing to “Log Out” when finished.

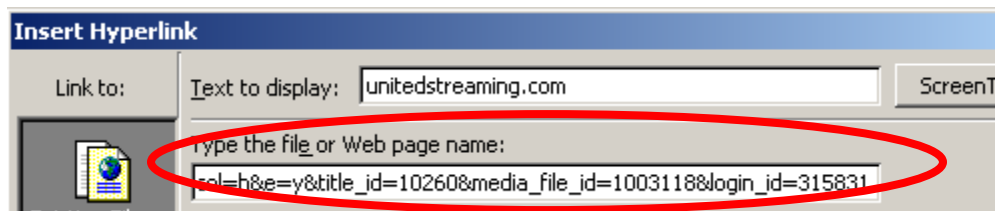
3. Type in a word or phrase that will alert the student to then click your link. For example, “Click here to view video”.

4. Highlight the phrase.

5. Go to “Insert”>”Hyperlink”.



6. Paste your “Shortcut”, which is our address to the server, by hitting “CTRL” and the letter “V” at the same time.



7. Click “Ok” in the bottom right corner of the window.
 8. Save and close your document.

Your “insert hyperlink” pop-up window may look slightly different, depending on the version and platform, but look for how to make a web link.

Uploading Your Page in the Online Courseware

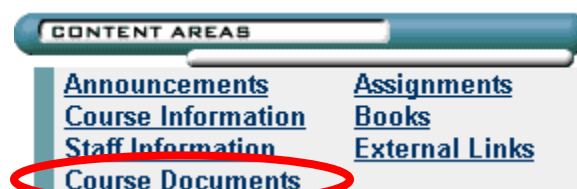
1. Click “Create a Course” or go into an existing course you have previously made. If you already have made a course, skip to number 3.

2. Complete the fields provided for your course.

3. Go to your “Control Panel”.



4. Choose where you want the document to be found; there are a couple choices: For this example, we will make our document a “Course Document”. Click on it.



7. Browse for your file. Click **ok** when finished with the questions.

2 Content Attachments

Files may be attached to the above information. Click the Browse button to select the file to attach f link to this file.

File to Attach:

C:\Documents and Setti

Name of Link to File:

Videos in Class Wksht

Special Action:

Create a link to this file
Create a link to this file
Display media file within the page
Unpackage this file

Current Attached Files:

Select "Create a link to this file". I tested "display media file within the page" and the pop-up message told me you have to "have a link to a .doc extension".

8. Log in as a student to test your document. Make sure to follow your own directions: log into the site first before clicking on the video link.

9. Log out when finished.

Contact us with questions, suggestions, or comments at: info@unitedlearning.com