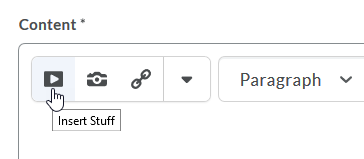
**Adding Video Note**

Video Note enables you to create short video recording from a webcam and insert in any area that uses the HTML Editor in D2L, such as Content, Discussions, Dropbox, Dropbox Feedback, etc.

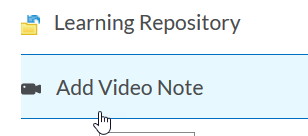
Use cases for Video Note:

* Create a new topic in Content area
* Add a video description to a Module or a topic in the Content area
* Create a video News item on the course Homepage
* Provide video instructions when creating a Dropbox item
* Provide video feedback on students’ Dropbox submission
* Give a video description of a new topic in Discussions or make a video post on a Discussion topic
* Give students video comments (feedback) in the Gradebook
* … and any other place where D2L HTML editor is available

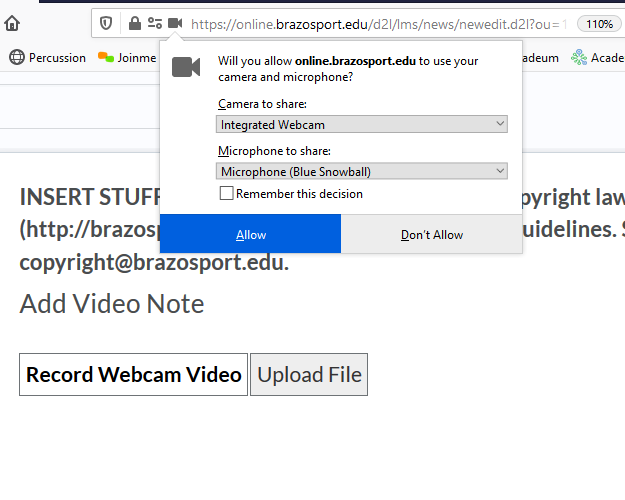
1. From any tool with an HTML Editor, click on **Insert Stuff**.



2. Click **Add Video Note**.



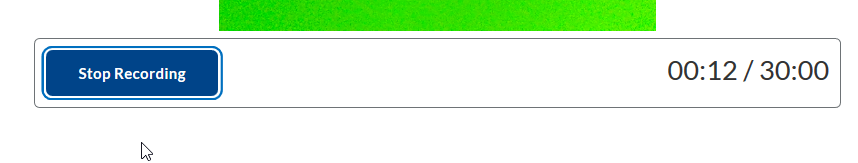
3. Make sure correct Camera and Microphone are selected and click “**Allow**” (note: check box for Remember this decision if you don’t plan on changing these options).



4. Select **New Recording**.



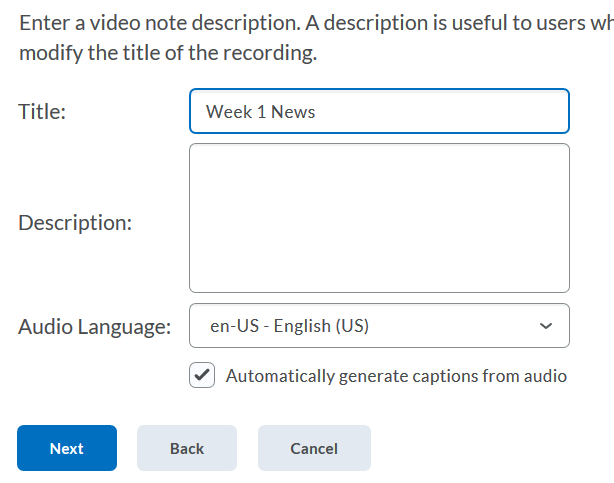
5. Select **Stop Recording** when done.



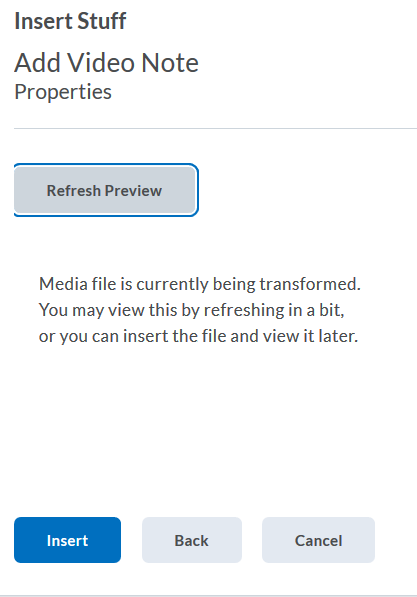
6. If you want to record again, click **New Recording** OR click **Next**.



7. Enter **title**, optional description, select **language**, and optionally check auto captions (please note captions may not match your words exactly, since this is an automated service). Click **Next** when done.



8. It does take some time to process the video, click **Insert**. Once video has completed processing it will be viewable. Note: the longer the video, more movement in the video, and including captions results in lengthened processing times.



9. Once inserted, click **Save** or **Save and Close**. To view, click the **Play** button. To read captions, click the captions icon and select “**Default**”.

