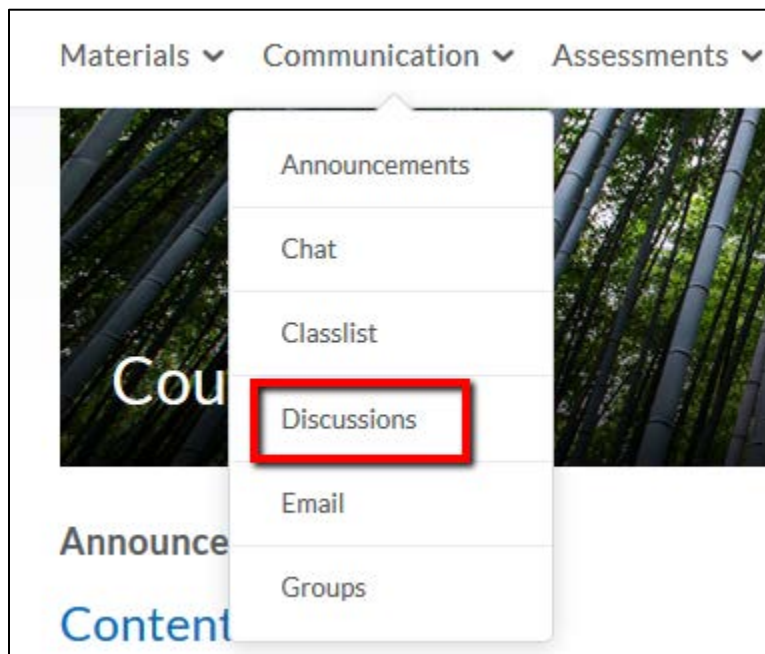


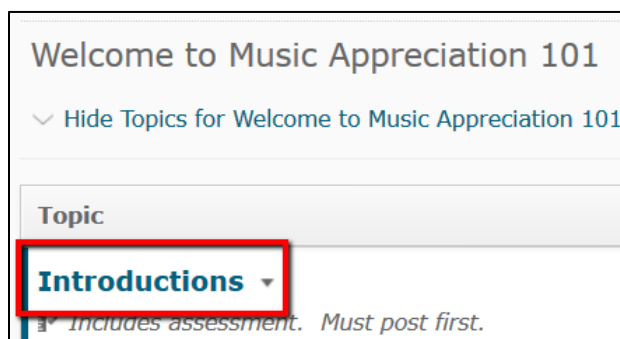
## Topic: Posting a video in a D2L course discussion

Your instructor may have you post videos into their discussion course. Follow the directions below to create and post a webcam video to the course discussion.

1. Click on the **Communication** menu in your D2L course and select **Discussions**.



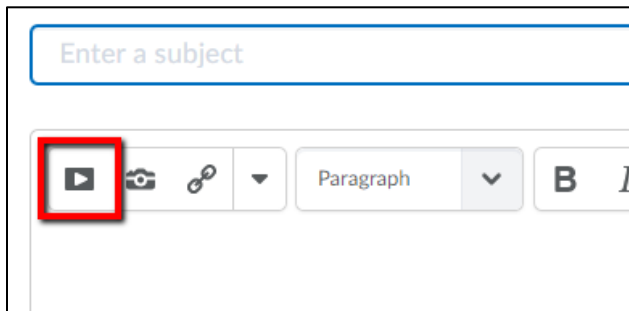
2. Within the Discussions area, click on the name of the discussion board in which you want to record your video.



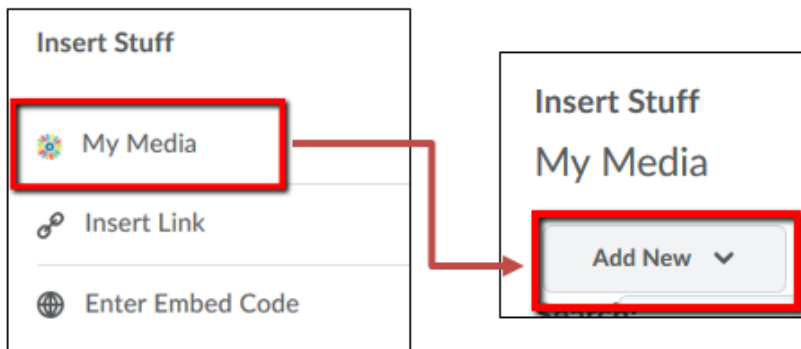
3. Click the **[Start a New Thread]** button.
4. **Enter a subject** for your thread and type in any necessary information in the text entry space



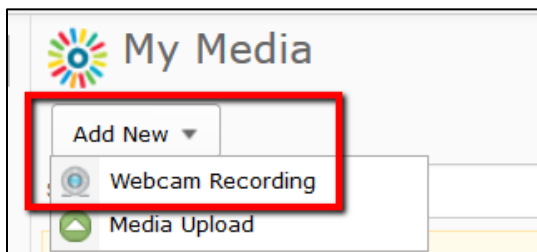
5. Click the **Insert Stuff** button.



6. When the Insert Stuff window opens, click **My Media**, and then select **Add New**.



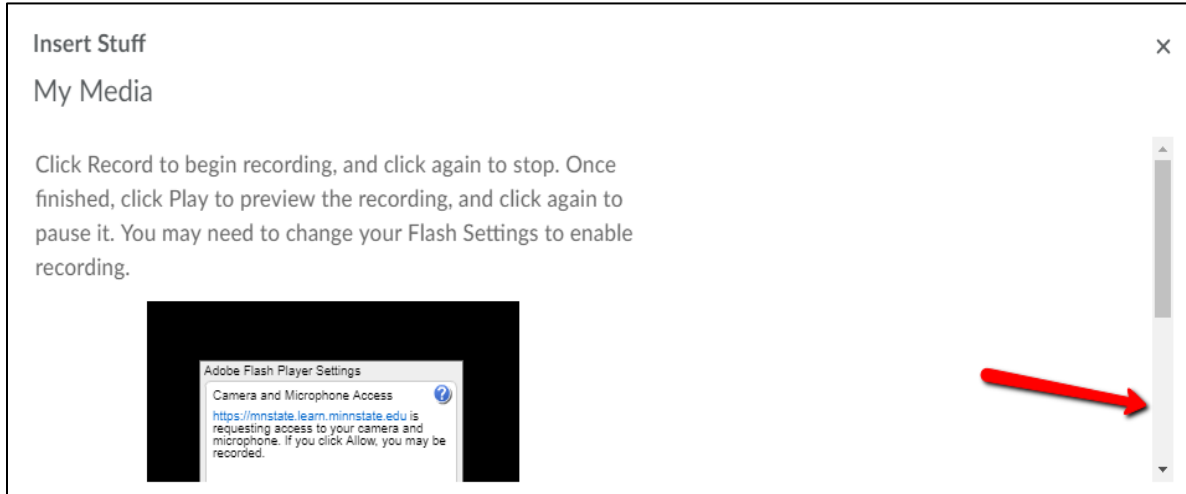
7. Select **Webcam Recording**.



The My Media window displays, similar to the illustration below.

If the Flash Player is enabled on your web browser, you should see the Adobe Flash Player Settings message within the webcam recording box.

8. Use the scroll bar if necessary to display the navigation buttons for this window.



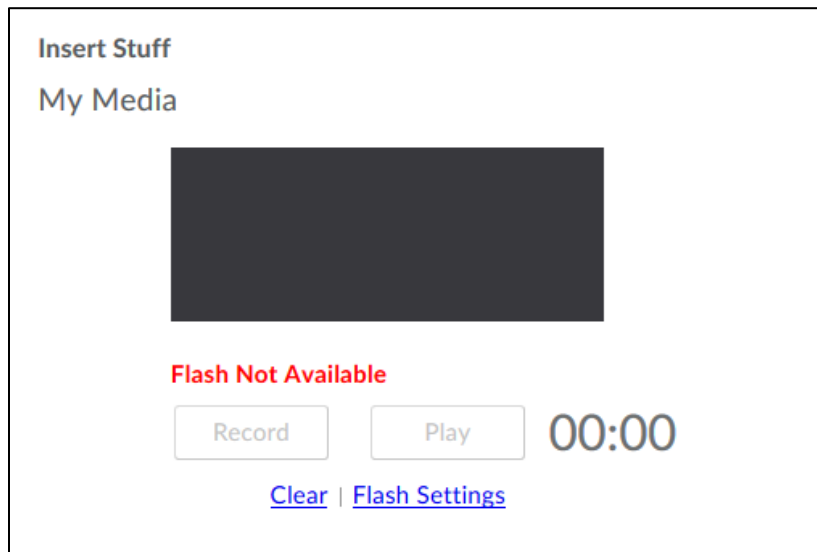
If the Flash Player is enabled on your web browser, you should see an Allow and Deny button within the webcam recording box (see below).

9. If prompted, click [**Allow**] to enable the Adobe Flash Player. Go to Step 10 on the following page.



## Flash Not Available?

Note: Did you receive a message that says **Flash Not Available** (see below)?

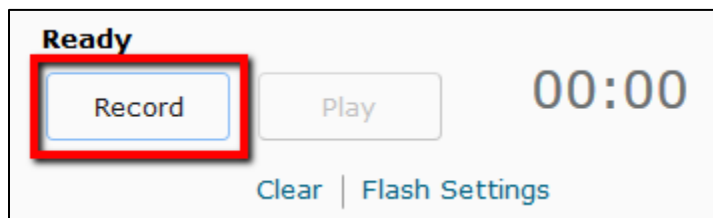


- If so, first make sure you have installed Adobe Flash on your computer. Go to the [Adobe Flash Player](https://get.adobe.com/flashplayer/) page (<https://get.adobe.com/flashplayer/>) to install the application to your computer.
- Next, enable the Flash Player on your web browser.

Refer to the appropriate link from step 4 of the [Flash Player Help page](https://helpx.adobe.com/flash-player.html) (<https://helpx.adobe.com/flash-player.html>) to learn how to enable the Flash Player on your chosen web browser. Note: You may need to cancel your discussion post, make the necessary changes, and then start over depending on which steps you need to complete to enable the Flash Player.

- Once you have successfully enabled the Flash Player, you may need to click the [Allow] button (as illustrated in step 9 above) before continuing to step 10.

10. To begin recording, click the **Record** button.



11. Click **Stop** when you have completed your recording.

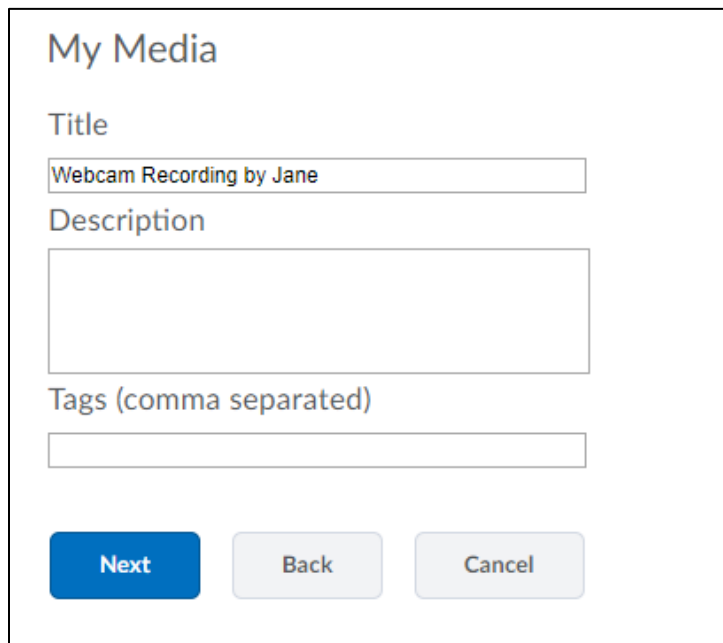
To review your webcam recording click **Play**.

To re-record your webcam recording, click **Cancel**.

12. Click **Next** If you are satisfied with your recording. This will save your recording and take you to the next step.

Note: You may need to wait a few seconds or more while your video processes.

13. Enter a Title or other necessary information.



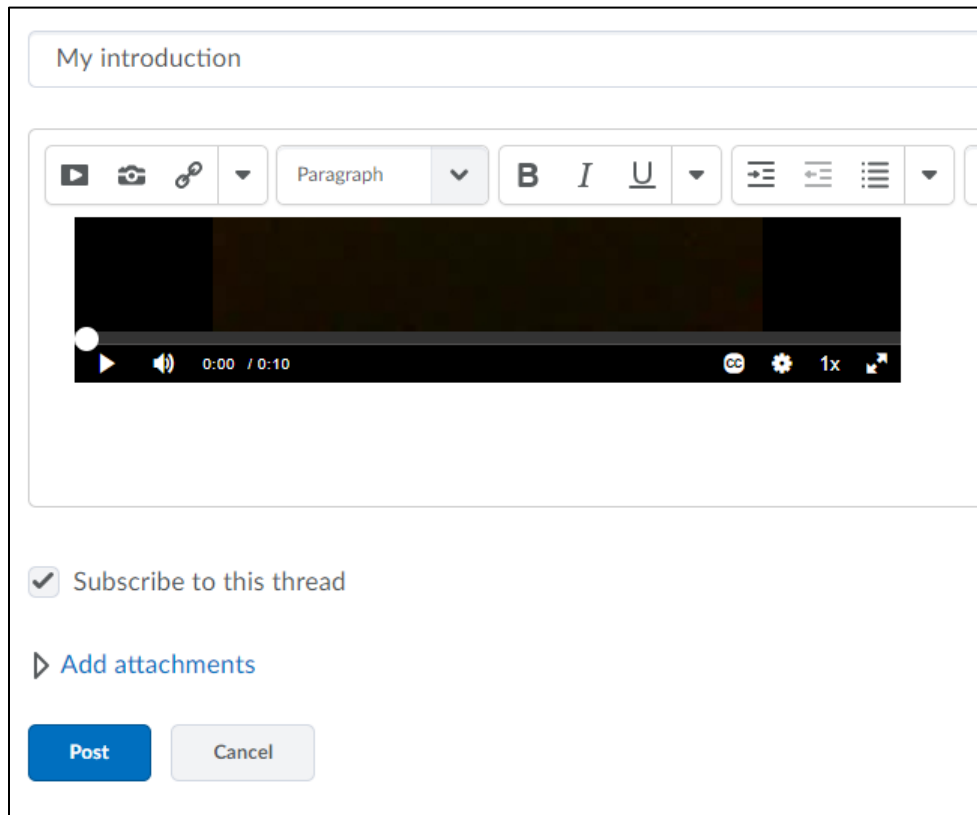
The screenshot shows a form titled "My Media". It contains three input fields: "Title" with the text "Webcam Recording by Jane", "Description" (empty), and "Tags (comma separated)" (empty). At the bottom, there are three buttons: "Next" (blue), "Back" (light gray), and "Cancel" (light gray).

14. Click **Next**.

You may need to wait again while your video processes.

15. When the video processing is complete, click [**Insert**] to embed the video into your discussion thread.

16. Click **Post** to publish your discussion thread.



The screenshot shows a text input field containing "My introduction". Below the input field is a rich text editor toolbar with icons for video, image, link, paragraph, bold, italic, underline, bulleted list, numbered list, and indent. A video player is embedded in the text area, showing a progress bar at 0:00 / 0:10. Below the video player, there is a checked checkbox labeled "Subscribe to this thread" and a blue link "Add attachments". At the bottom, there are two buttons: a blue "Post" button and a grey "Cancel" button.

## For More Information

Please contact the Office of Online & Extended Learning at [support@mnstate.edu](mailto:support@mnstate.edu) or 218.477.2603 (option 3) if you have questions about this material.