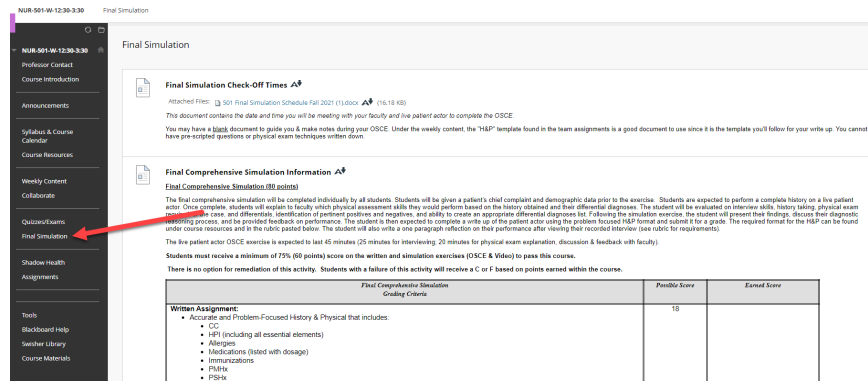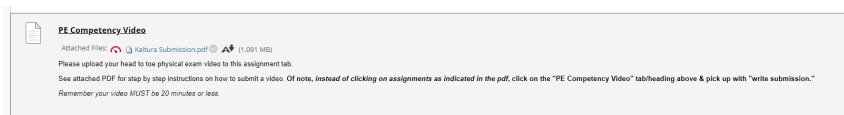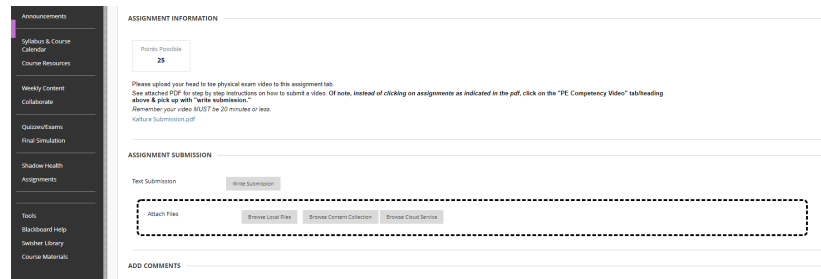## UPLOADING A VIDEO FOR AN ASSIGNMENT

Step 1: Choose the menu item on the left course menu that has the video upload assignment module.
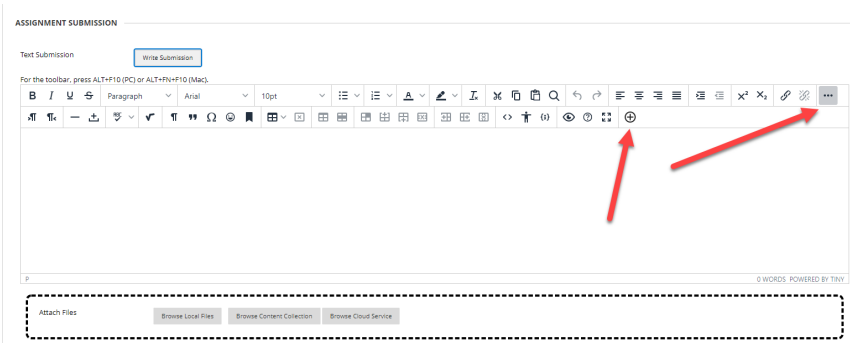

Step 2: Choose the module title.

Step 3: In the assignment submission area you will choose the **Write Submission** button.
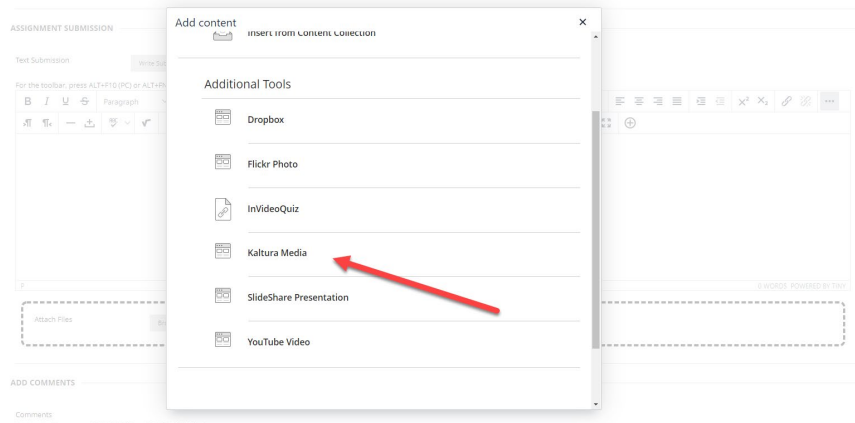

Step 4: Once the **Assignment Submission** window opens, choose the 3 ellipses to gain the full set of functions. You will then choose the + sign to open the menu of options needed to upload the video.
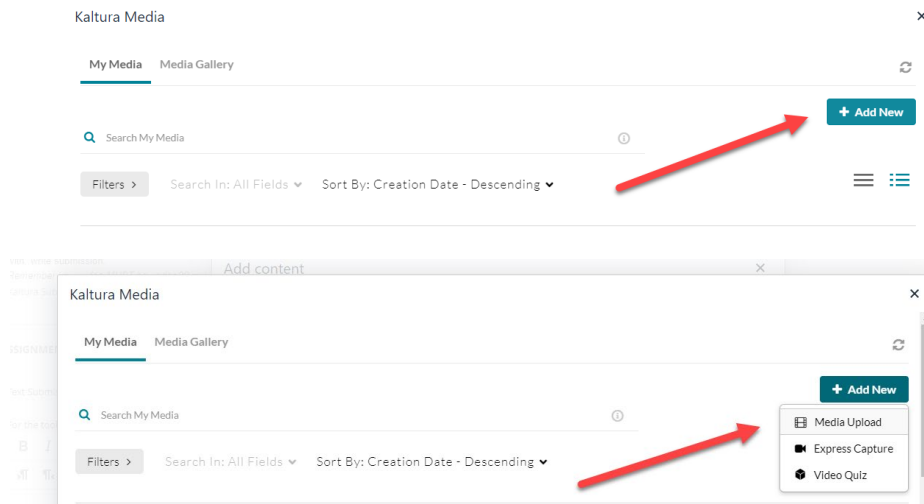
Step 5: With the media type window now open, you will choose the **Kaltura Media** option.
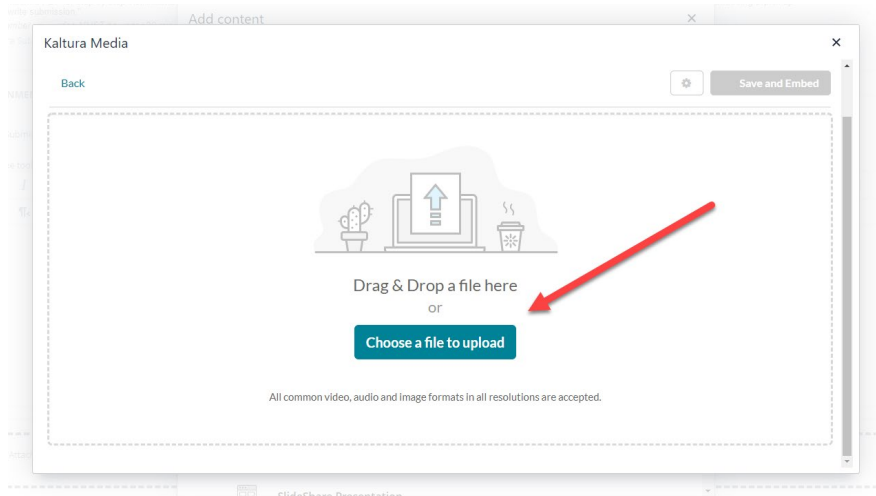

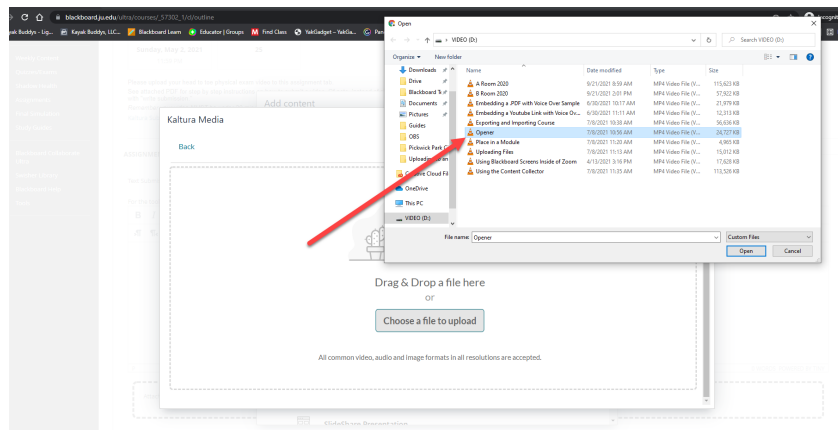Step 6: Choose the **Add New** button / **Media Upload** button.

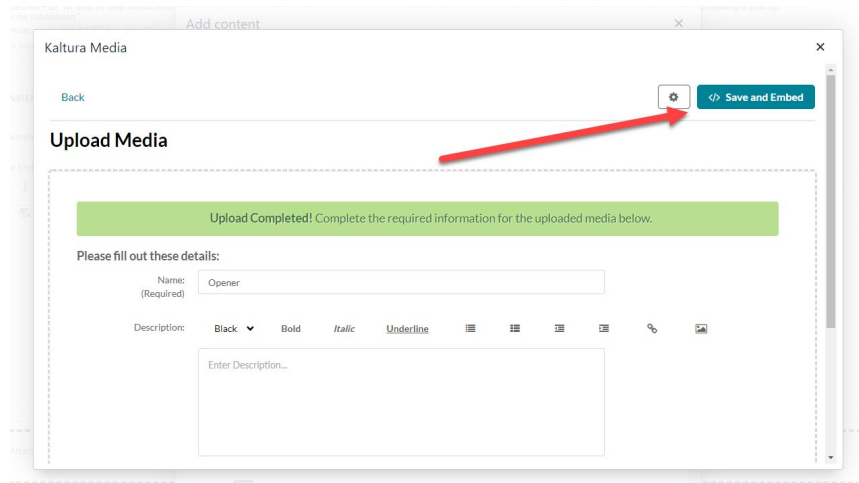Step 7: **Choose a file to upload** button and then locate your media file.

Step 8: After triggering the **Open** window to appear, browse for your .mp4 or .mov file to upload. Please make sure the file is located and double-clicked.
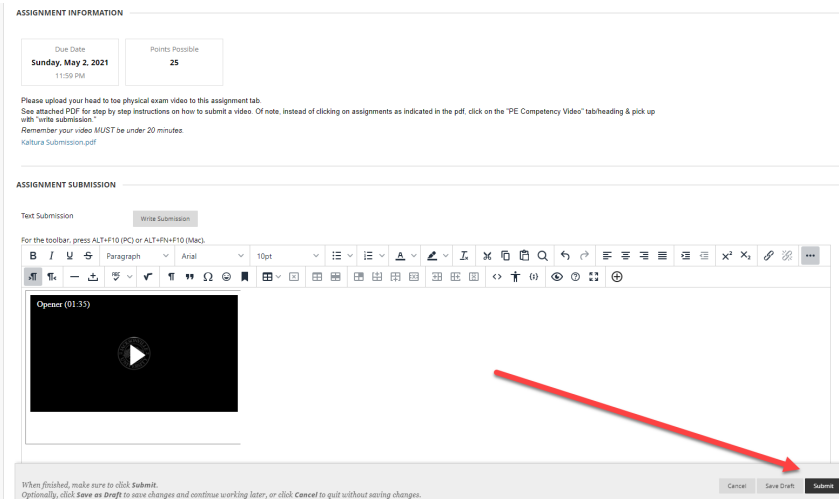
Step 8: Once it completes the upload process, choose **Save and Embed.**

Step 9: You will then finalize your upload by clicking submit.

Step 10: After this final step, you should see the viewer opening and a successful submission screen appear at the top.