

MIGRATE YOUR UD CAPTURE RECORDINGS

STEP 1: UD CAPTURE MIGRATION TOOL

Use the UD Capture Migration Tool to migrate your old UD Capture Archives to My Media in Canvas. (We've already migrated 2017 and 2018 content for you.)

Once your content has been migrated, you can find it in the My Media tool.


STEP 2: UPDATE CANVAS VIDEOS

Now it's time to update your embedded videos and video links in Canvas to use videos from My Media in a module or the course Media Gallery.

HOW TO COMPLETE MIGRATION OF YOUR UD CAPTURE VIDEOS

After your UD Capture Migration of your archived content to the new UD Capture Space and My Media using the Migration Tool is finished, you are now ready to complete the migration in your course(s). The videos you've used in your courses are using the old UD Capture and need to be updated to use the videos from My Media.

To tell the difference between Old and New UD Capture, look for these identifying features:

	
<p>Old UD Capture Archives will have a logo in the upper right corner on top of the video before you play. After you play the video, the logo will appear if you mouse into the video window.</p>	<p>New UD Capture Space will have a small, round, blue “UD” icon in the lower right.</p>

What action you take will depend on which method you use to share videos with your students.

METHOD 1: UD CAPTURE ARCHIVE

If you share videos with your students by posting a single link to your entire archive of videos, you can now do the same by using the Media Gallery tool in Canvas.

Media Gallery allows you to publish videos from your My Media for your students to see. Each course has its own unique Media Gallery and you can import a Media Gallery from another course.

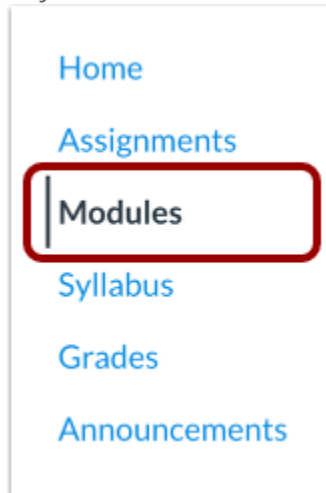
Students are presented with a list of videos with each video’s title, duration, description, and a preview still. The order of the list of videos is up to the student to decide (alphabetical, date created, etc.).


METHOD 2: EMBED VIDEOS IN A CANVAS MODULE

Embedding a video in a Canvas Module is a great way to provide context to a video by listing it with other content in order.

To embed a video into an existing Canvas Module, follow these steps.

1. In your [Canvas course](#), click **Modules** from the left Course Navigation Menu.

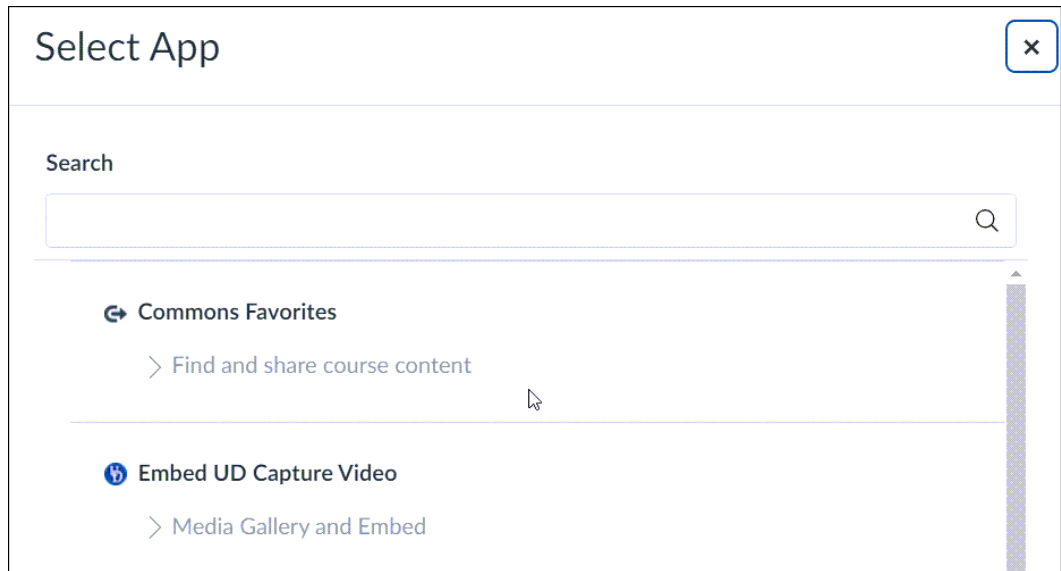


- You can add to an existing Module or [create a new module](#).
 - You can use an existing Page to embed the video into by clicking on the page name or you can [create a new Page](#).
2. Click the **Edit** button to make changes to the page.
 3. In the rich content editor toolbar, click the Apps icon  which looks like a power cord.

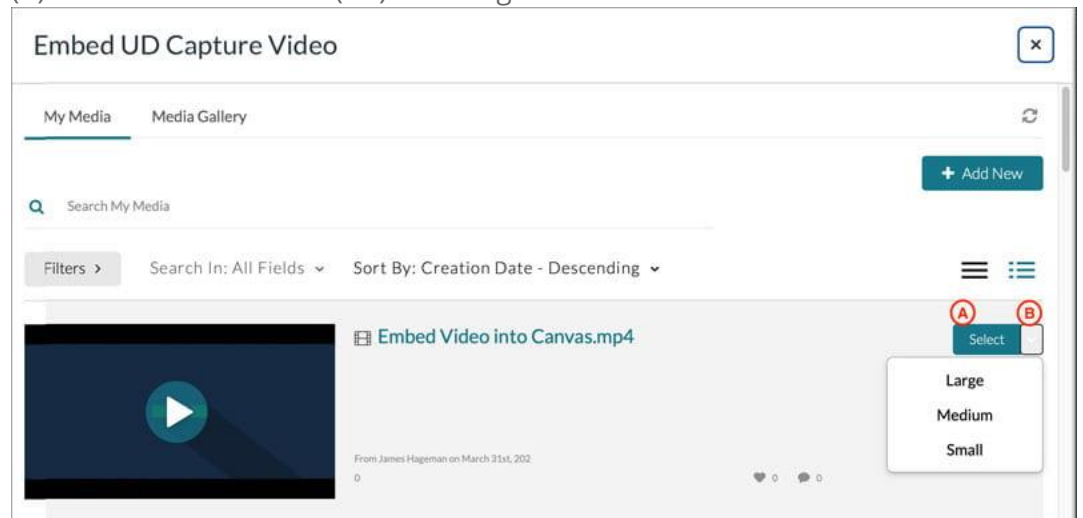
Note: If you don't see all the icons in the toolbar, enlarge or maximize your browser window.



The Select App window displays.



4. Click the **Embed UD Capture Video** option. A popup displays showing your My Media and Media Gallery.
Note: After you select an app, a dropdown arrow displays next to the Apps icon so you select the app directly or click **View All** to select other apps.
5. In the **Embed UD Capture Video** popup window, find the video you want to use and
 - (A) Click **Select** for a medium size video or
 - (B) Click the down arrow (“v”) for a larger or smaller video.



6. After a few moments, the video should display in the editor window. You may want to add text above and/or below your video to supplement the video and add context.
7. Click **Save** or **Save and Publish**.