



Accessing MyMediasite via Canvas:

1. Navigate to “Settings” on the course navigation menu of the desired course shell.

The screenshot shows the Canvas course shell interface. On the left, a vertical navigation menu includes options like Home, Announcements, Syllabus, Modules, Grades, People, Rubrics, Discussions, Assignments, Quizzes, Collaborations, Pages, Files, Outcomes, and Settings. The 'Settings' option is highlighted with a black box and an arrow pointing to it. The main content area displays a welcome banner for 'Psychopharmacology PSY-300-A0!' and identifies the course instructor as 'Abbie Auster'. Below the banner, there is a brief description of the course. The right-hand sidebar shows the course status as 'Published' and lists various course management actions such as 'Import Existing Content', 'Choose Home Page', 'View Course Stream', 'New Announcement', 'New Analytics', and 'View Course Notifications'.

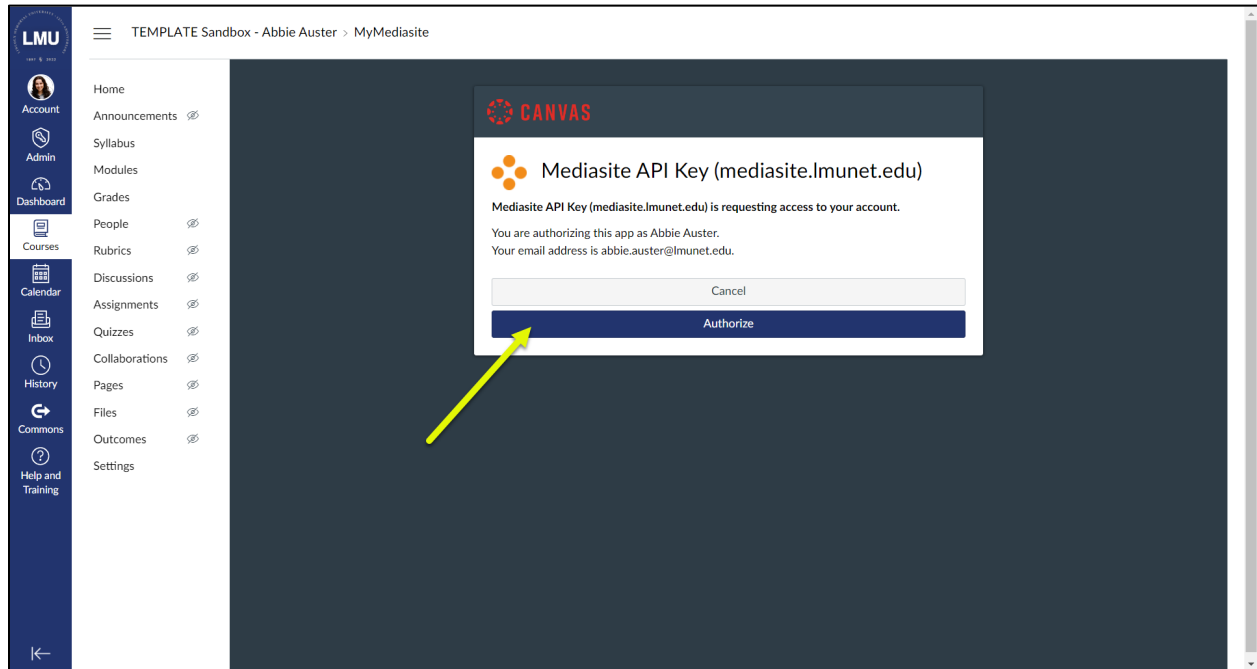
2. Under the Course Details tab, select the “MyMediasite” link from the course details menu.

The screenshot shows the 'Settings' page for the course 'TEMPLATE Sandbox - Abbie Auster'. The 'Course Details' tab is selected, and the page displays various course configuration fields. A 'MyMediasite' link is highlighted with a black box and an arrow pointing to it. The fields include: Image (with an LMU logo), Name (TEMPLATE Sandbox - Abbie Auster), Course Code (TEMPLATE Sandbox - Abbie Auster), Blueprint Course (No), Course Template (with an option to 'Enable course as a Course Template'), Time Zone (Eastern Time (US & Canada) (-05:00/-04:00)), SIS ID (TEMPLATE Sandbox_Abbie_Auster), Subaccount (TEMPLATE Sandboxes), Term (Default Term), and Participation (Term). The right-hand sidebar shows the course status as 'Published' and lists various course management actions such as 'Course Statistics', 'Course Calendar', 'Import Course Content', 'Export Course Content', 'Reset Course Content', and 'Validate Links in Content'. Below this, a 'Current Users' table is visible.

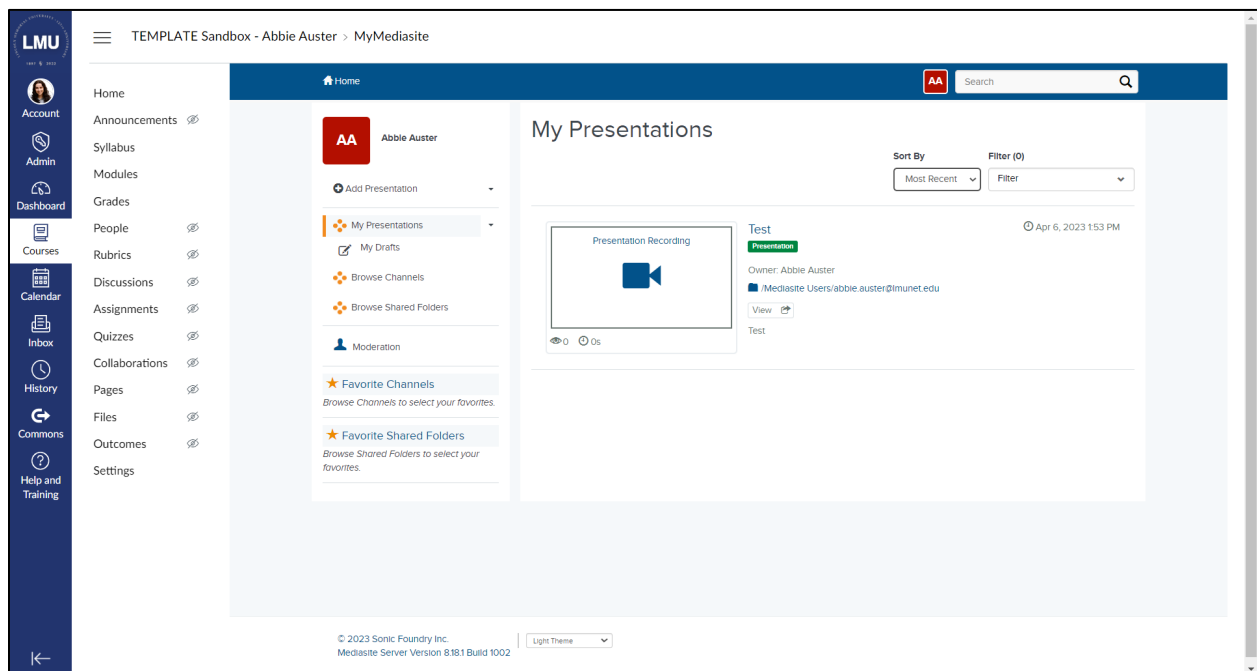
Role	Count
Students	1
Teachers	1
TAs	None
Grader	None
Librarian	None



3. This will generate the Mediasite API Key window. Select “Authorize” to enter MyMediasite.



4. MyMediasite will open within Canvas. Proceed within MyMediasite as desired.



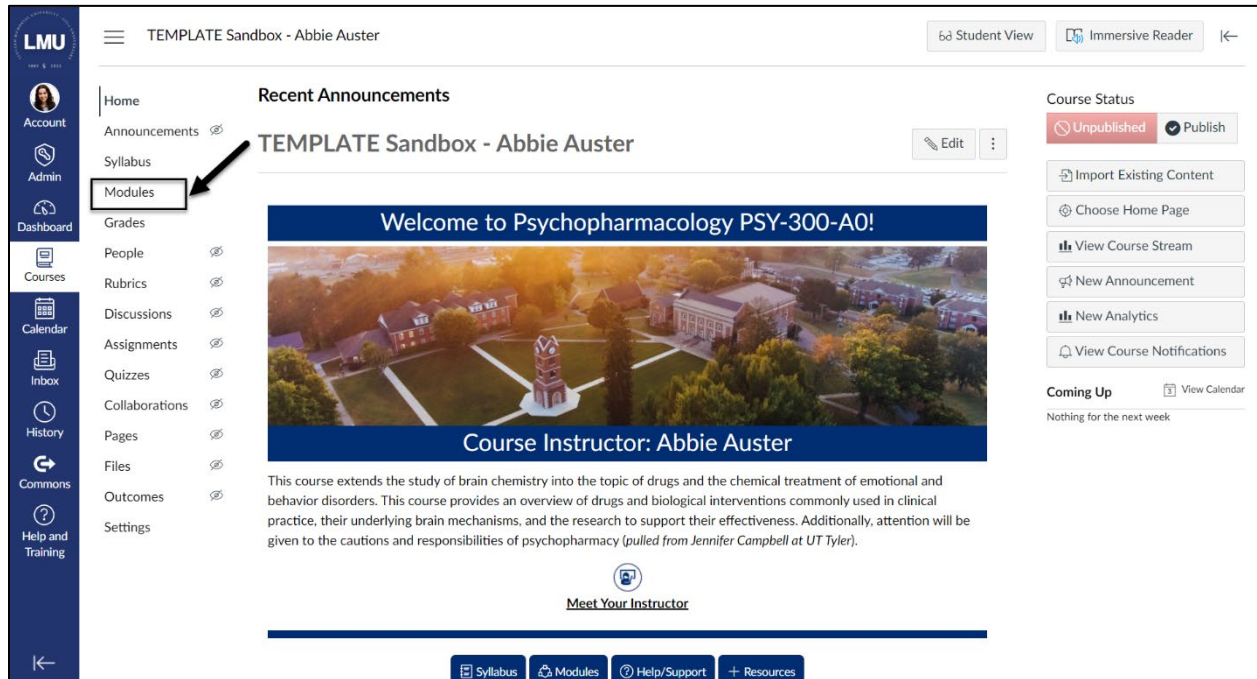
See the next page for instructions on adding MyMediasite to a Canvas Page, Assignment or Discussion.



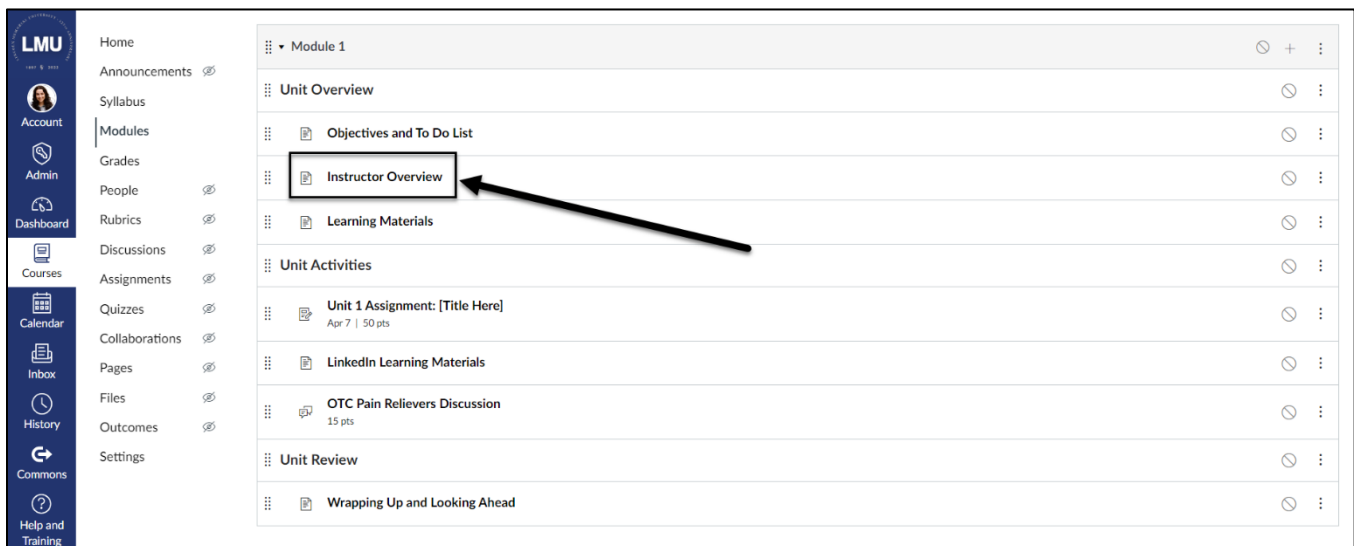
Adding MyMediasite to a Canvas Page, Assignment, or Discussion:

This example will demonstrate how to add a MyMediasite recording to the Instructor Overview page. Alternatively, these instructions are also applicable to add MyMediasite to assignments or discussions as well.

1. Navigate to the “Modules” area of your course.

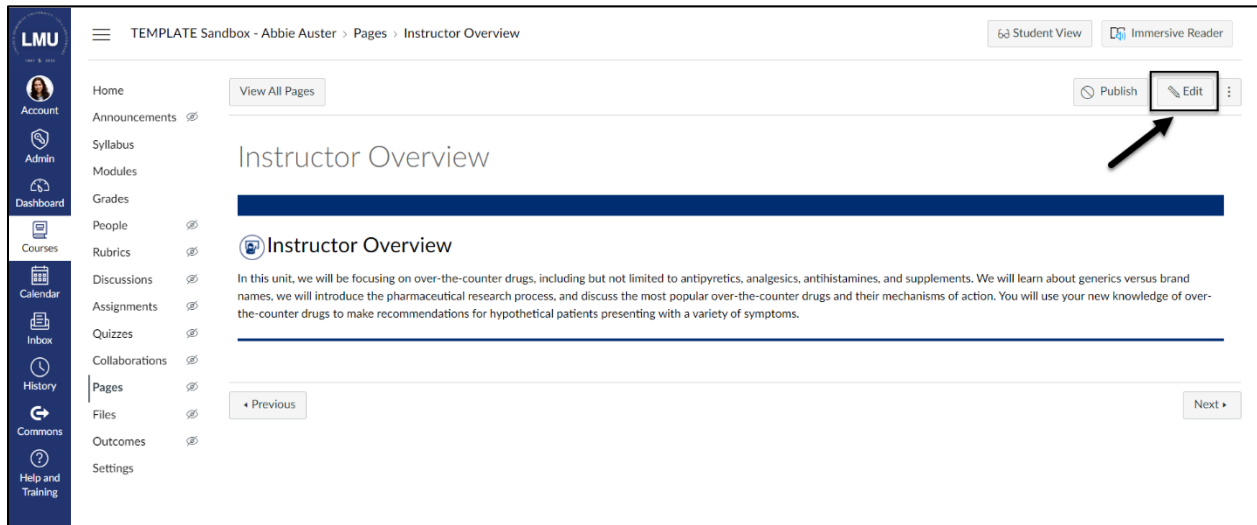


2. Find the desired Module and Page to add a MyMediasite recording and select the given Page. In this example, the “Instructor Overview” is selected.

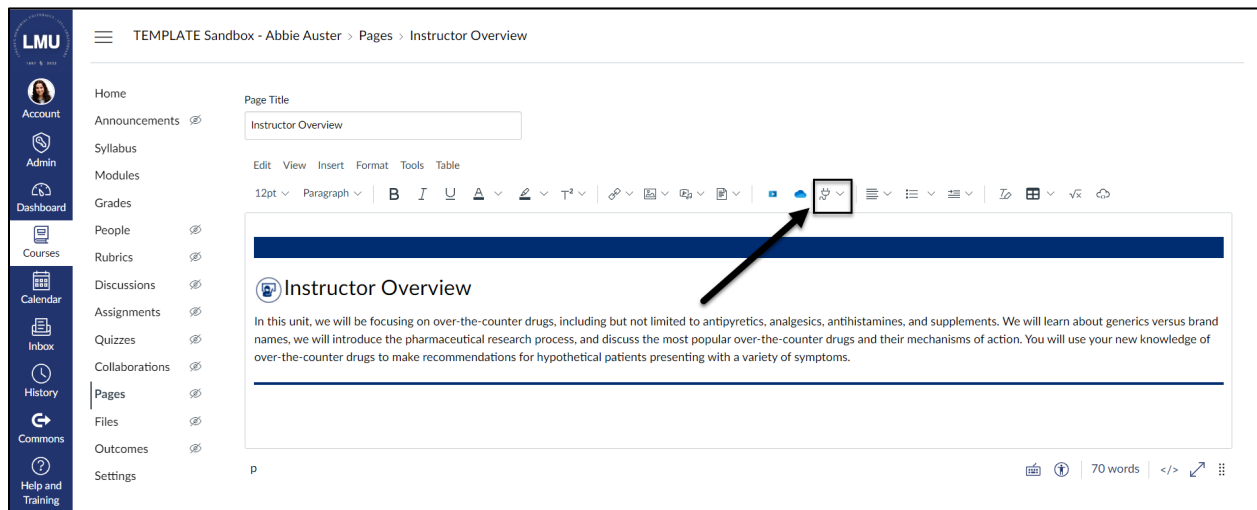




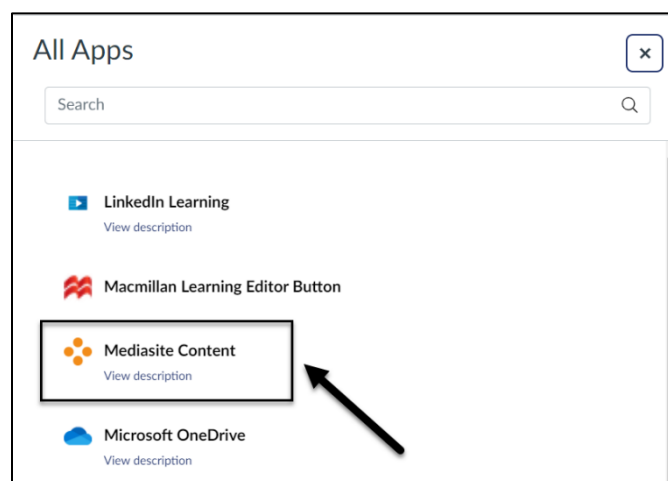
3. Select “Edit” to open the Rich Content Editor for the selected page.



4. Enter page text in the Rich Content Editor. Then, select the “plug” (apps) icon from the Rich Content Editor toolbar. Choose “View All” from the drop-down menu.

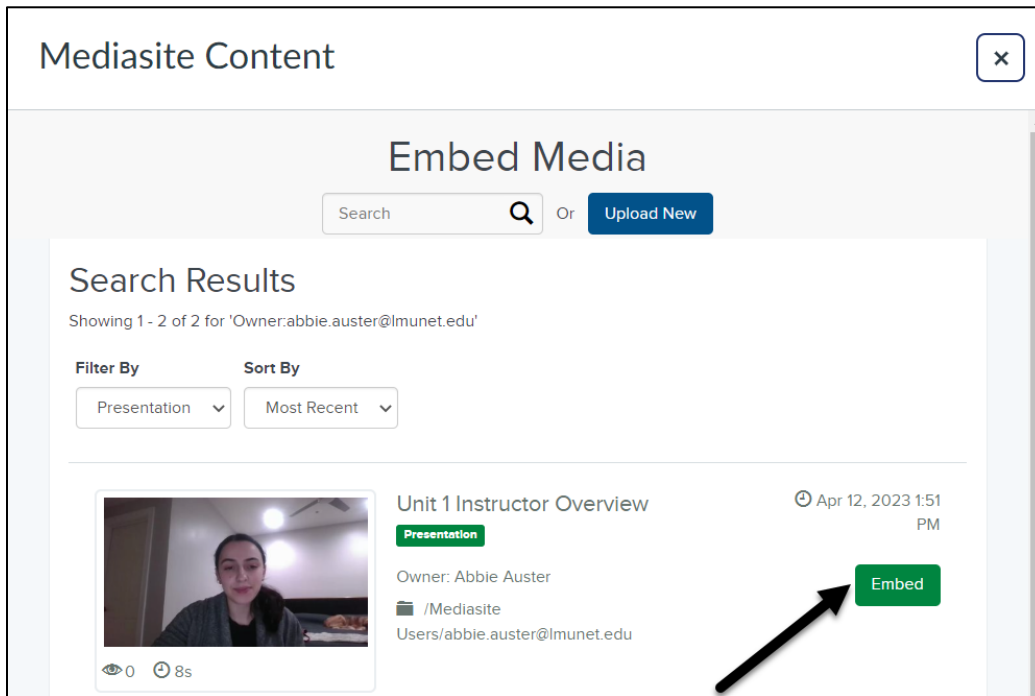


5. The “All Apps” window will launch. Select “MyMediasite” from the list.

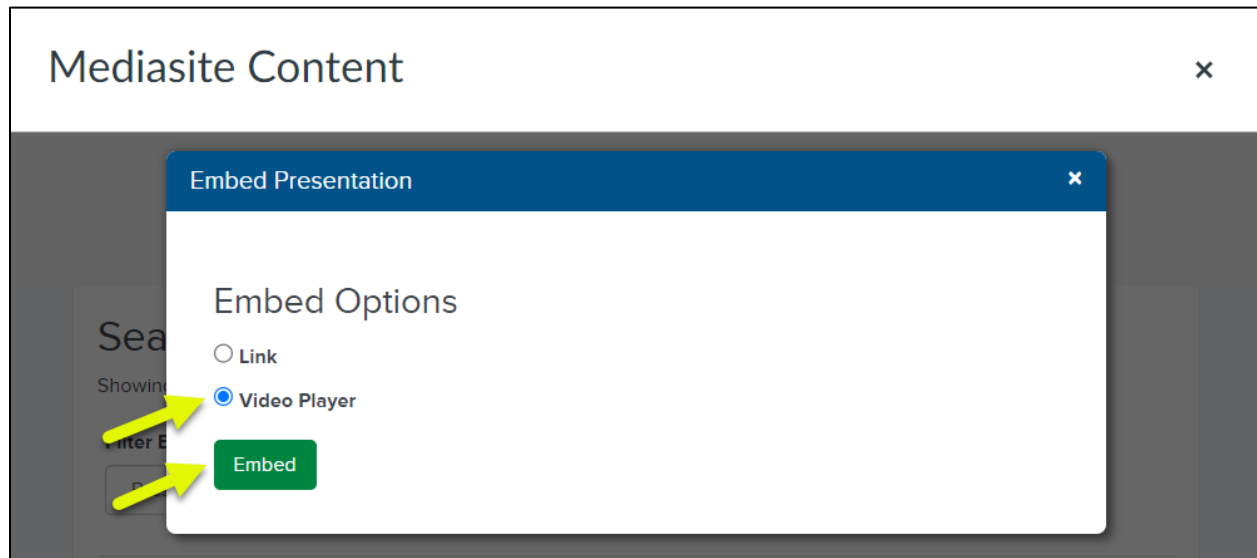




- The “Mediasite Content” window will launch. From this window, select either “Upload New” media or “Embed” next to existing media. In this example, “Embed” is selected.

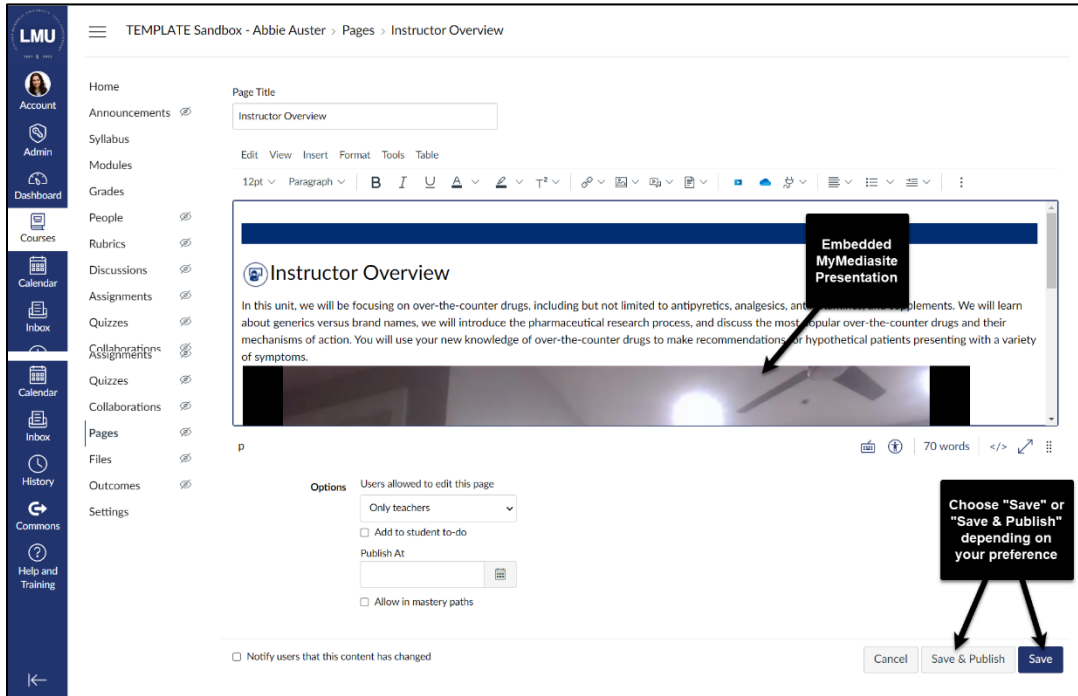


- A link to the MyMediasite recording will be generated which can be provided to students or embedded directly within Canvas. In this example, “Video Player” is selected to embed the video directly.





- The selected MyMediasite presentation will now be embedded in the Canvas Rich Content Editor (RCE). To view the page preview but leave the page unpublished, select, "Save." To view the page preview **and** publish the page, select "Save & Publish."



- The page preview with the MyMediasite presentation video embedded will display. If not completed in the previous step, select the "Publish" button to publish the page.

