GAIETY SCHOOL OF ACTING

A guide to uploading videos to Youtube

You can upload videos to YouTube in a few easy steps. Use the instructions below to upload your videos from a computer or from a mobile device.

- 1. Sign in to YouTube.
- 2. Click on **Upload** at the top of the page.
- 3. Before you start uploading the video you can choose the <u>video privacy settings</u>. We would recommend setting the the video privacy setting to Private.
- 4. Select the video you'd like to upload from your computer. You can also import a video from Google Photos.
- 5. As the video is uploading you can edit both the basic information and the advanced settings of the video, and decide if you want to notify subscribers
- Click **Publish** to finish uploading a public video to YouTube. If you set the video privacy setting to Private, just click **Done** to finish the upload or click **Share** to privately share your video.
- 7. If you haven't clicked **Publish**, your video won't be viewable by other people. You can always publish your video at a later time in your Video Manager.

Once the upload is completed YouTube will send you an email to notify you that your video is done uploading and processing.