



Embedding Images and Video

Uploading Images from the Tk20 Server

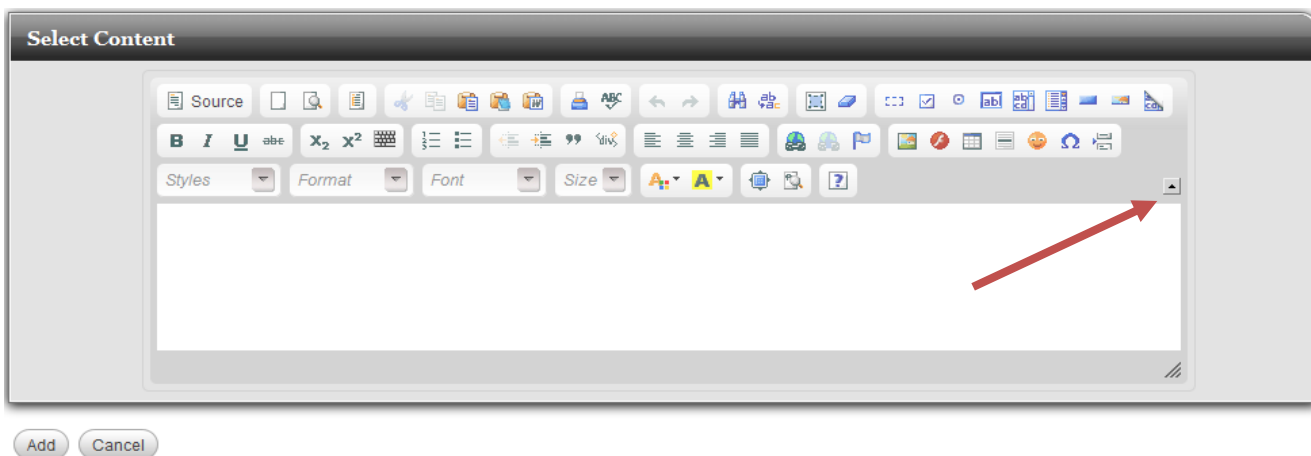
From your portfolio, click on the tab you want to modify and select **add new**.



You will see an attachment drop-down menu to select from (you can include any Artifacts, Assignments, Course Binders, Field Experience Binders, Exams, Projects, Quizzes, Files, or Text/Images). From the attachment drop-down menu select **Text/Image** and give the entry a specific title. Click **Add**.



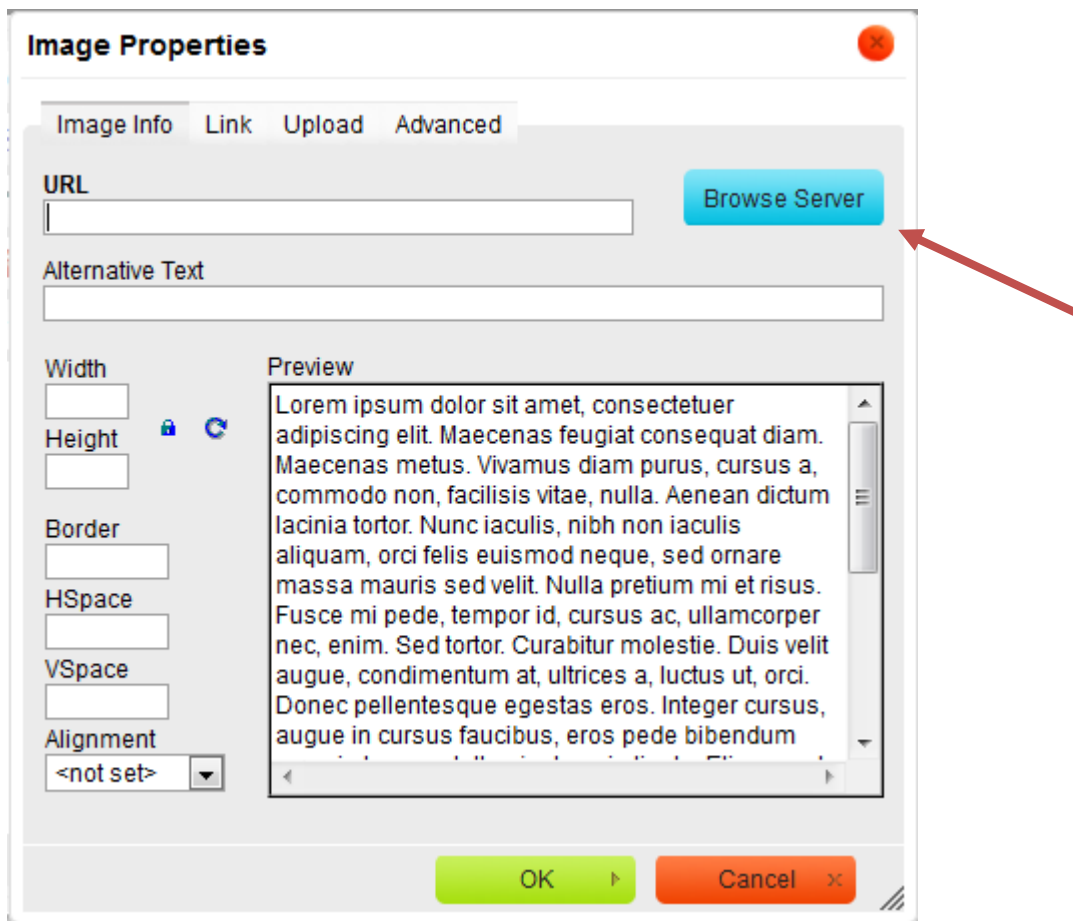
Once the tab is updated, expand the rich text formatting box (arrow in upper right-hand corner).



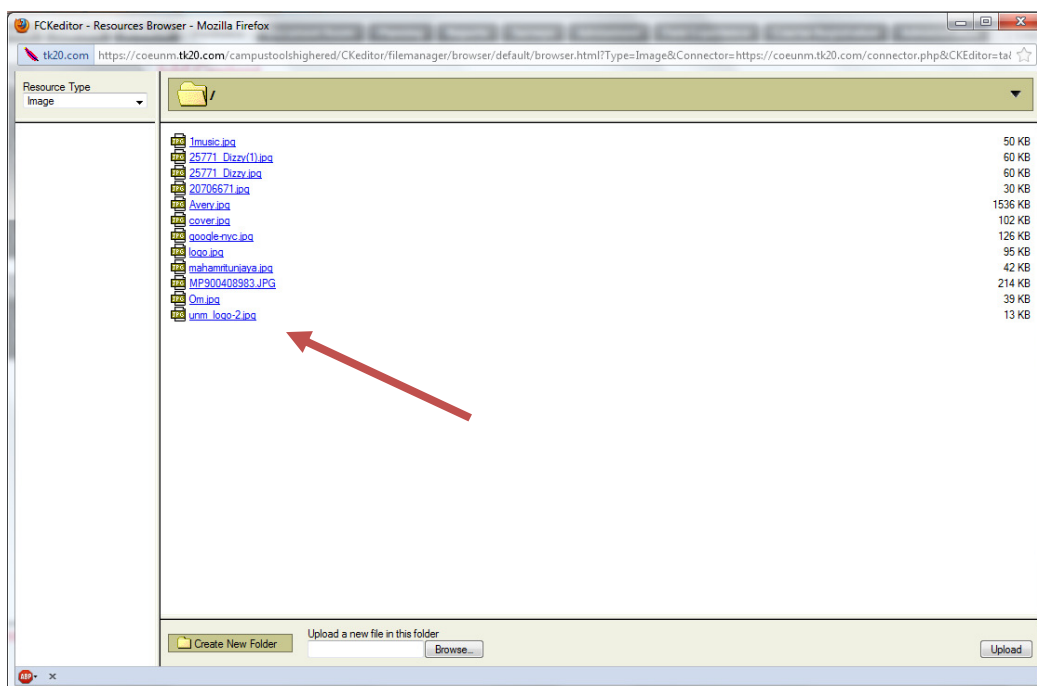
Click the **Image** icon to access the **Image Properties** window, which you will use to embed images.



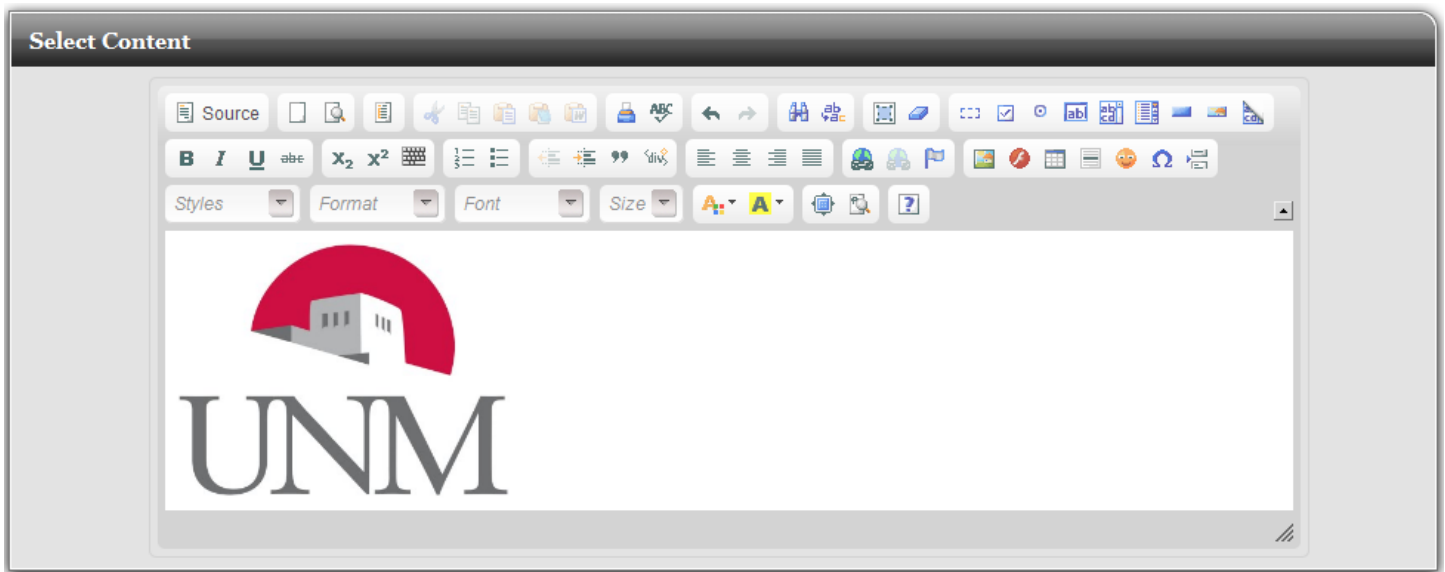
Under the first tab of the new pop-up (**Image Info**), select **Browse Server**.



A Folder will appear (**Resources Browser**) along with a list of images already loaded to the server. If you click on an existing image it will appear in the preview section of the **Image Info** tab.



Click **OK**. The image now appears in text formatting box. Click **Add** and then **Save**.

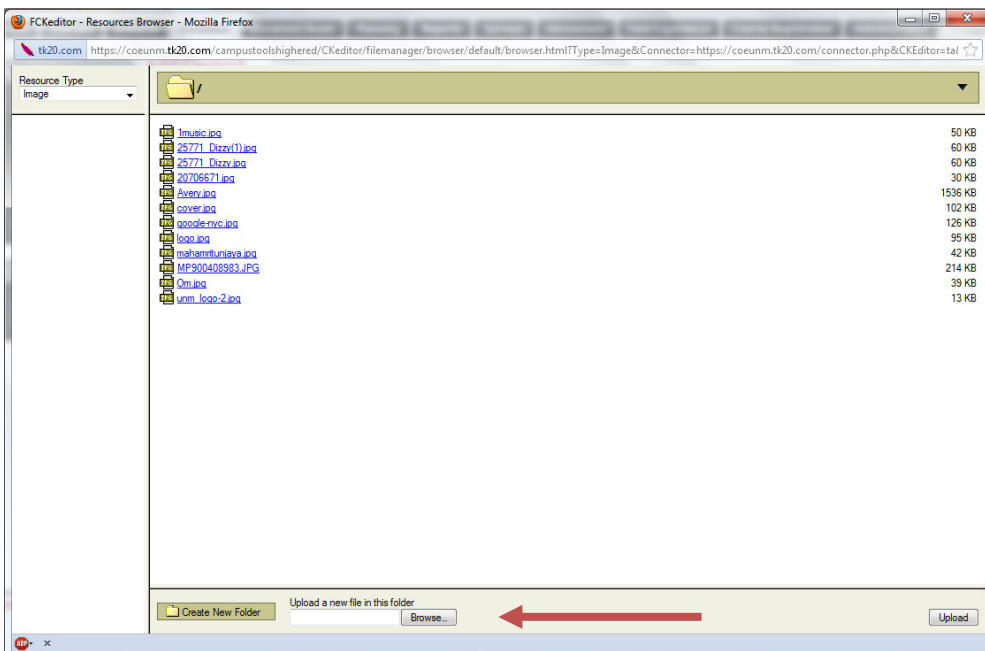


The image is now uploaded into your portfolio.

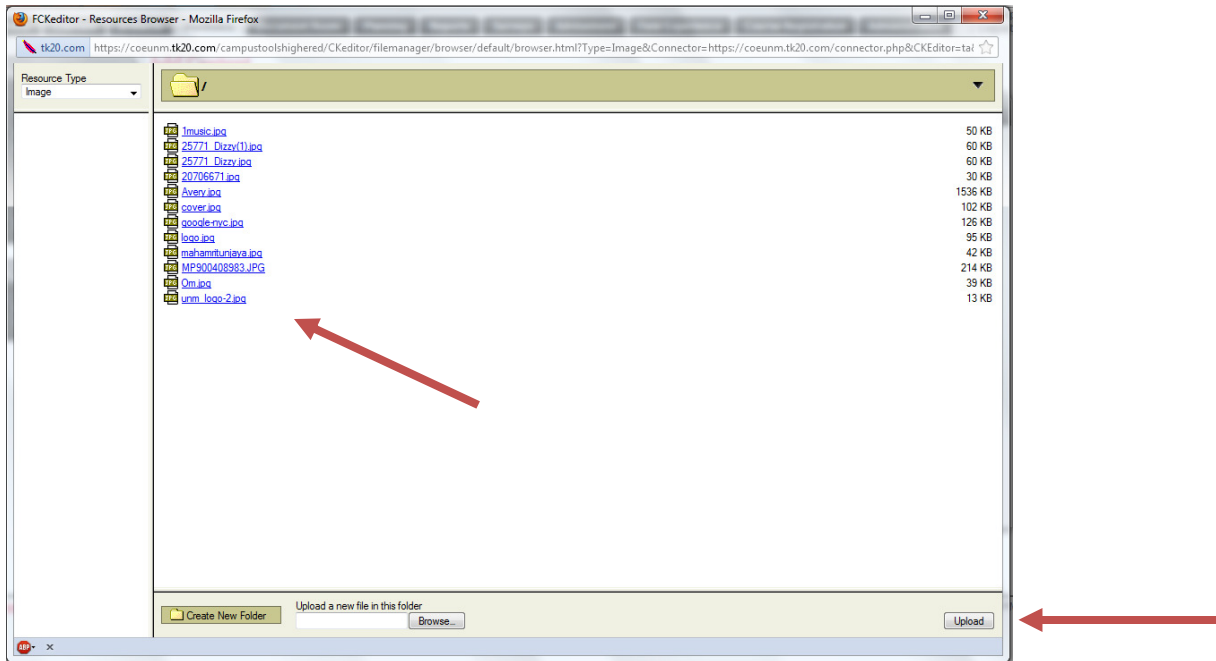
If the image you want to upload is not in the folder when it opens then you will need to do the following to upload it to the server:

Follow the above steps until you open the **Resources Browser**, which contains the list of images pre-loaded to the server.

At the bottom of the folder (**FCKeditor – Resources Browser**) click **Browse**.



This will search your computer for the image. Select the image file and click **Upload**. After it has finished uploading the image will appear in the list of images to select from.



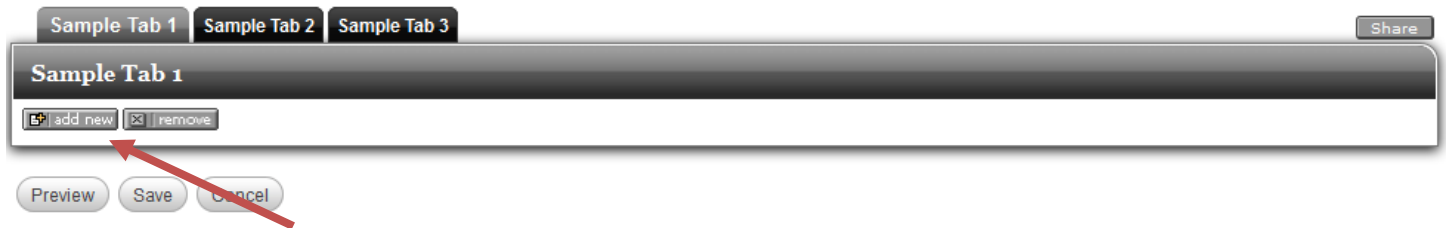
Select the image and then click **OK**. The image now appears in text formatting box. Click **Add** and then **Save**.

Uploading Images from a Website

Before you begin, open the image you would like to use in your web browser.

Either copy the URL for the image or right-click the image itself and select "Copy Image Location."

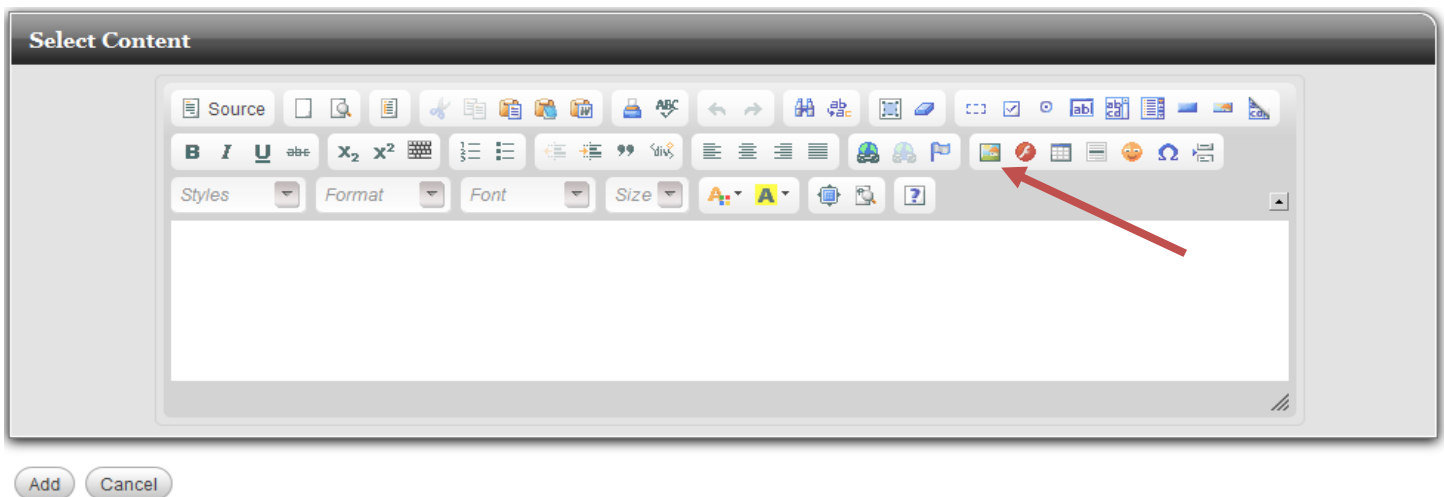
From your portfolio, click on the tab you want to modify and select **add new**.



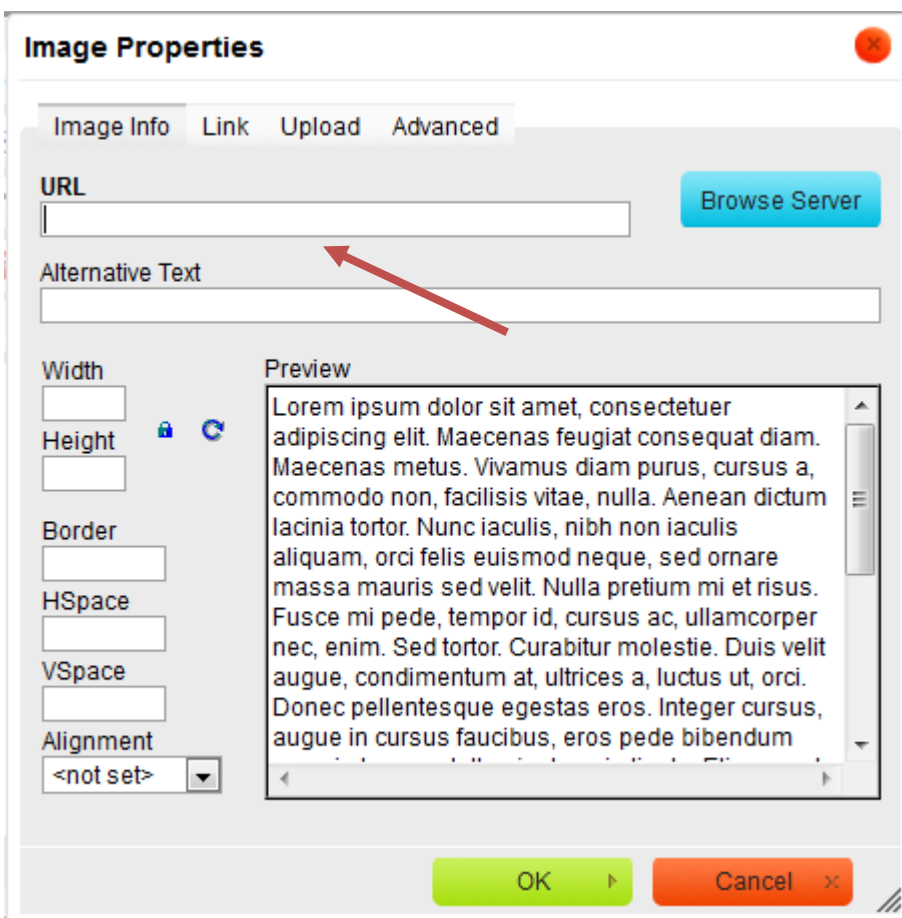
You will see an attachment drop-down menu. Select **Text/Image** and enter title. Click **Add**.



Once the tab is updated, expand the rich text formatting box (arrow in upper right-hand corner) and select the **Image** icon (left of red flash icon). This icon will open the **Image Properties** window, which you will use to embed images.



Under the first tab of the **Image Properties** window (**Image Info**), right-click under **URL** and “Paste” the link to your image.



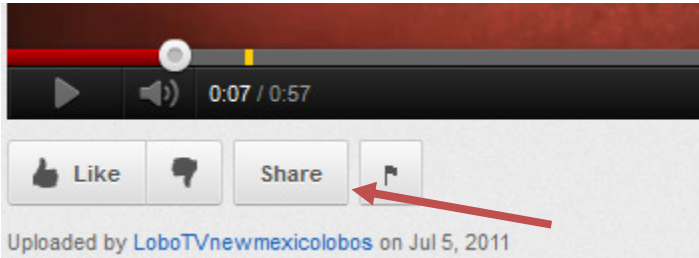
Click **OK**. The image now appears in text formatting box. Click **Add** and then **Save**.

The image is now uploaded into your portfolio

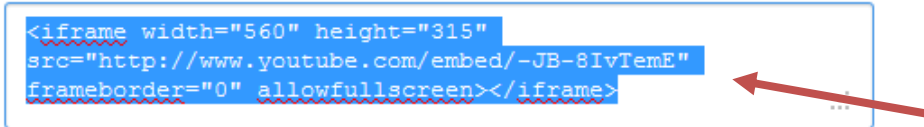
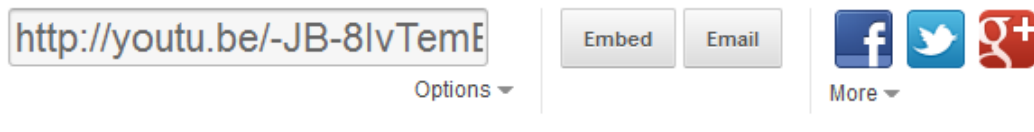
Embedding Video from a Website (YouTube, Vimeo)

Before you begin, open the video you would like to use in your web browser.

Click the **Share** icon. If using YouTube, this icon is typically located just below the video screen. If using Vimeo, this icon can be found in the upper right-hand corner of the video screen.

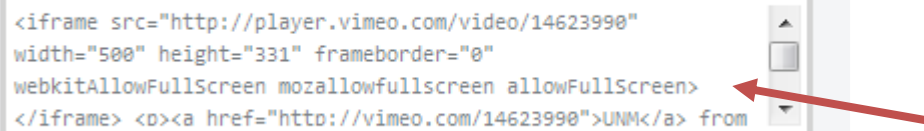


Copy and paste the **Embed** link. Both YouTube and Vimeo provide additional options for customizing the appearance of your embedded video.



After making your selection, copy and paste the embed code above. The code changes based on your selection.

Embed

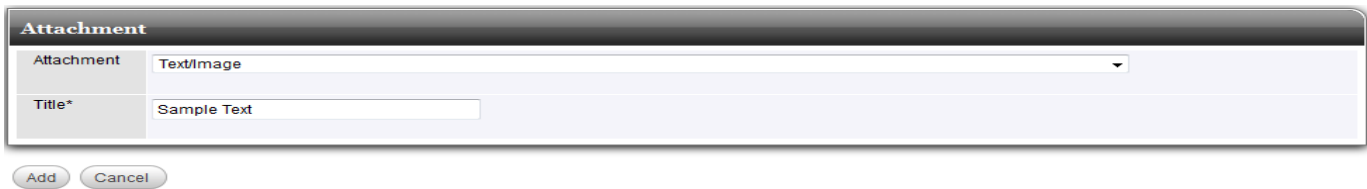


This is our embed code which supports iPad, iPhone, Flash and beyond.

From your portfolio, click on the tab you want to modify and select **add new**.

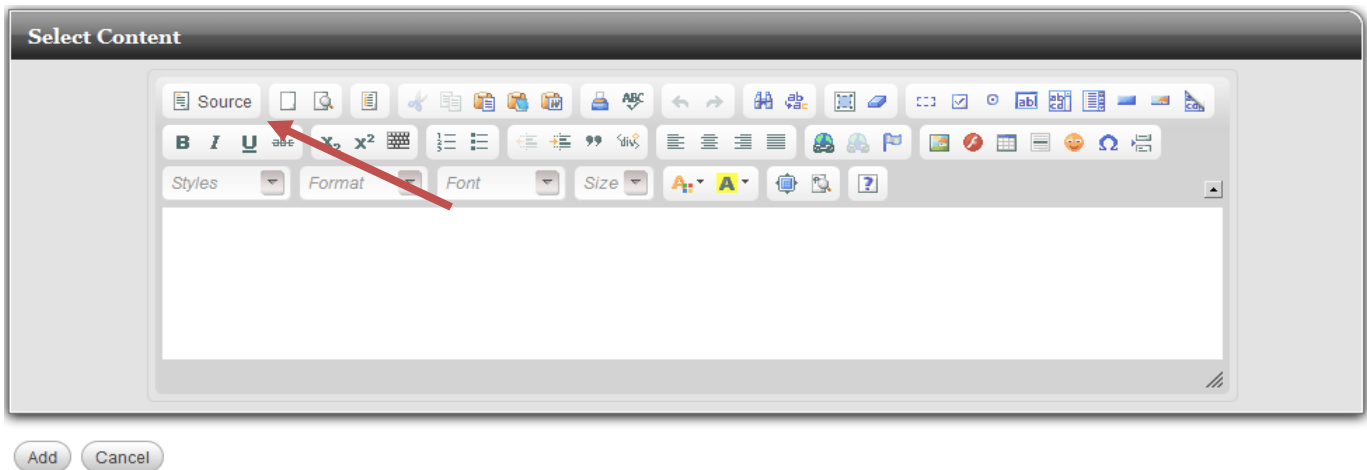


You will see an attachment drop-down menu. Select **Text/Image** and enter title. Click **Add**.



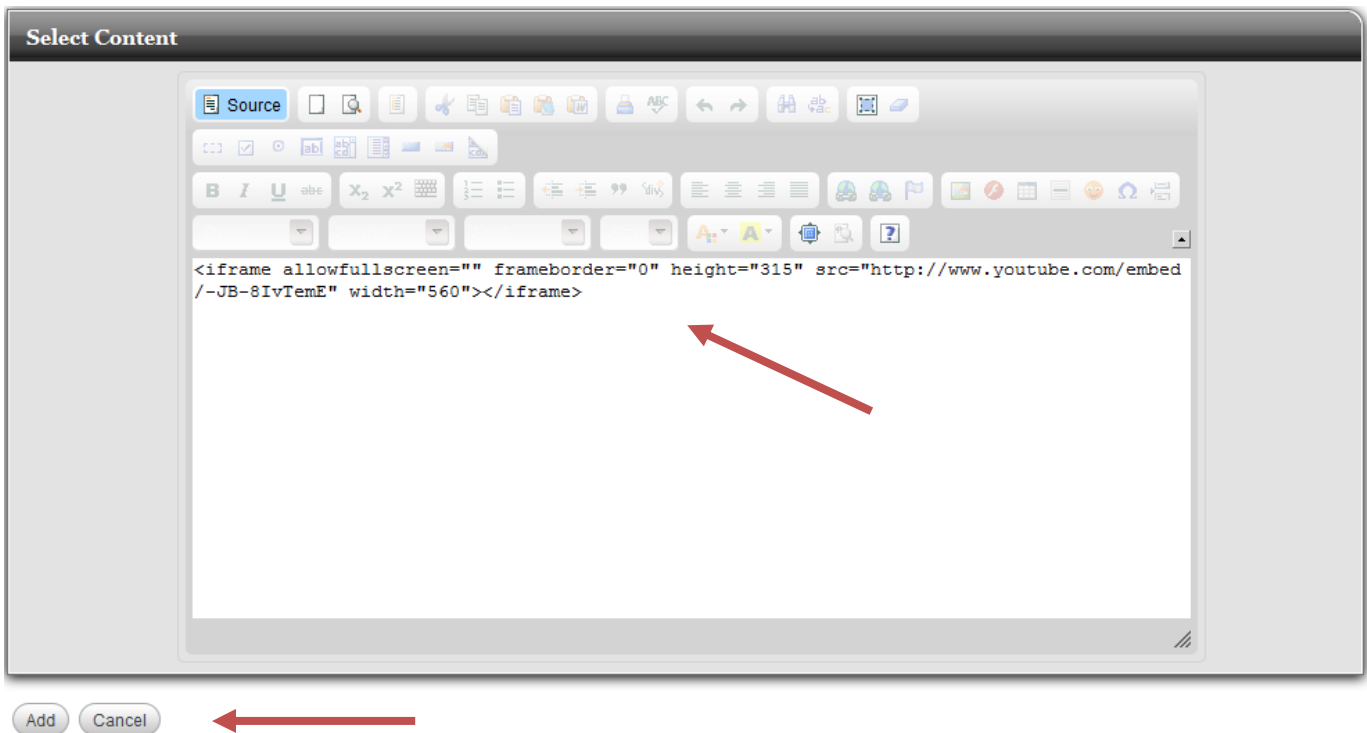
The image shows a dialog box titled "Attachment". It has a dropdown menu for "Attachment" set to "Text/Image" and a text input field for "Title*" containing "Sample Text". Below the input fields are two buttons: "Add" and "Cancel".

Once the tab is updated, expand the rich text formatting box and select the **Source** icon. This icon will open the blank screen where you can edit the html code of your content.



The image shows a dialog box titled "Select Content". It features a rich text editor toolbar with various icons. A red arrow points to the "Source" icon, which is the first icon in the toolbar. Below the toolbar is a large empty text area. At the bottom are "Add" and "Cancel" buttons.

Paste your video's Embed link into this screen and click **Add**.



The image shows the "Select Content" dialog box with the "Source" icon selected in the toolbar. The text area contains the following HTML code: `<iframe allowfullscreen="" frameborder="0" height="315" src="http://www.youtube.com/embed/-JB-8IvTemE" width="560"></iframe>`. A red arrow points to the code. Below the text area are "Add" and "Cancel" buttons, with a red arrow pointing to the "Add" button.

You will now see the video player appear in your portfolio. Click **Save** to complete the process.