

# Upload a recorded speech to YouTube

If you would like to use YouTube to share your talk/presentation, please review the following steps. You will need a camera and microphone for your laptop/computer, to start.

Step 1) Use your camera on your laptop or computer to record your speech. Please save it to your desktop and name it: Presentation.

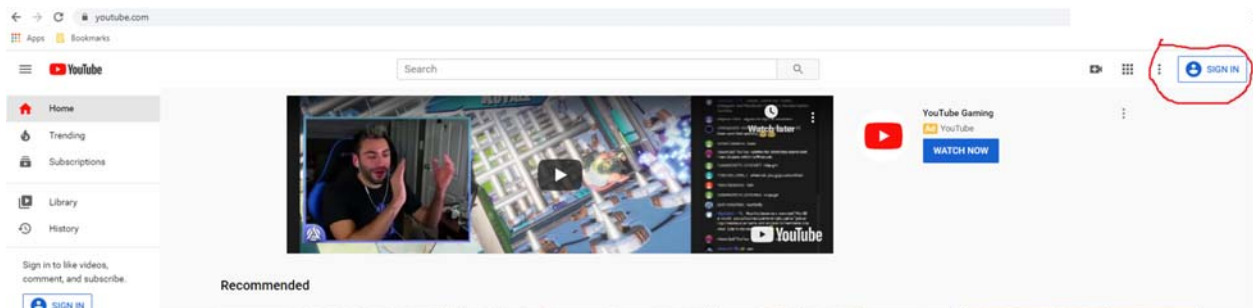
Step 2) If you do not have a Google account, click on this link to create one:

<https://accounts.google.com/signup>

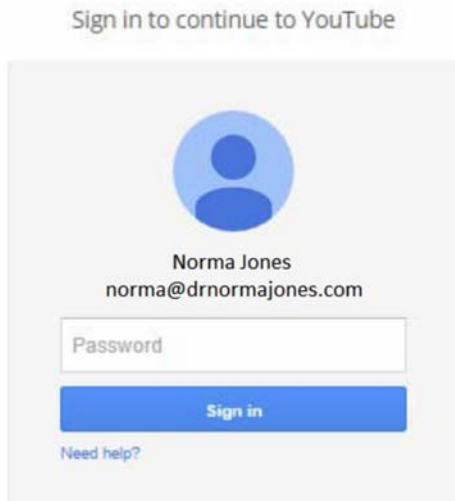
Step 3) Keep this account username (email) and password handy. You can use it for other YouTube uploads. I chose to use my professional email. You can use your campus .edu email, personal email, or create a Gmail account.

Step 4) In your web browser, go to: <https://www.youtube.com/>

Step 5) Click on the blue SIGN IN button:

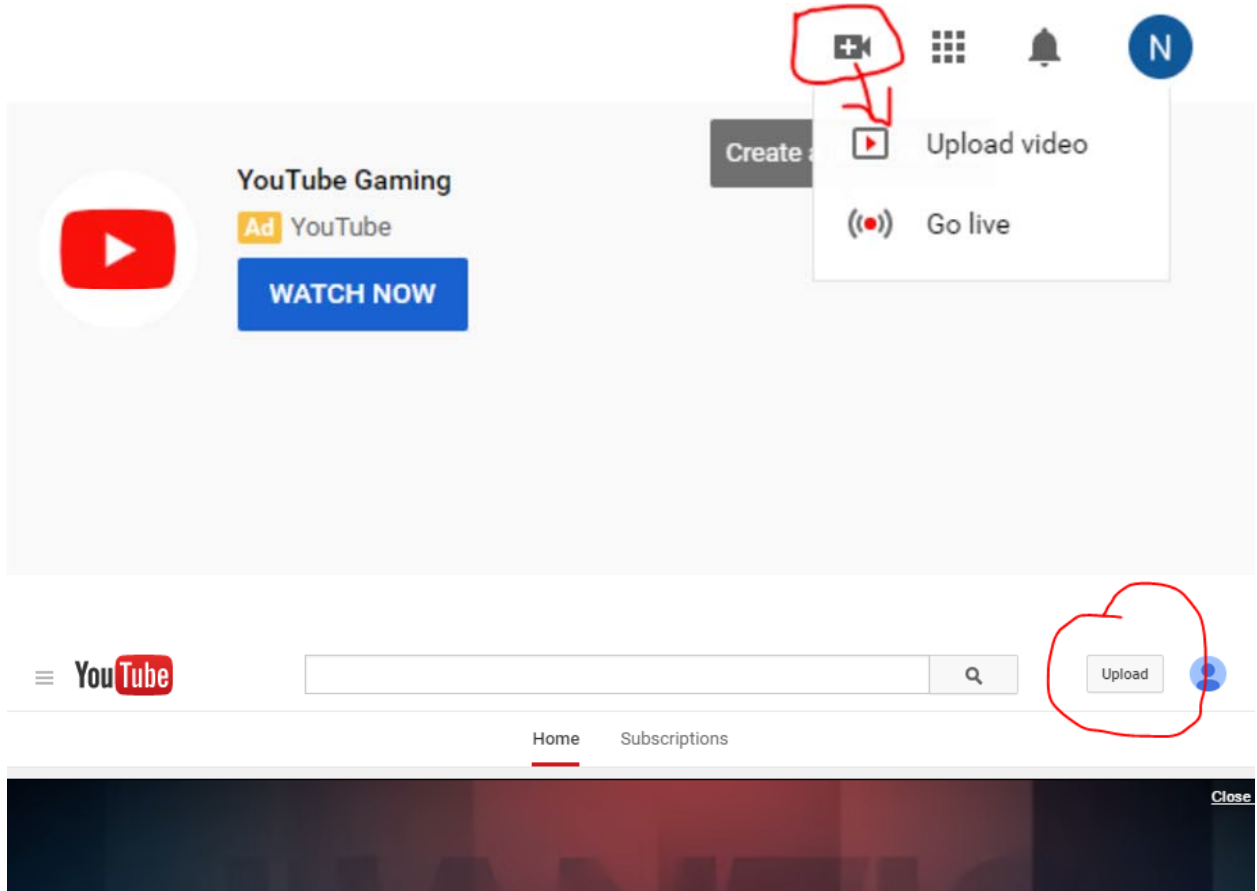


Step 6) Sign in with your email, password, then click the blue Sign in Button.

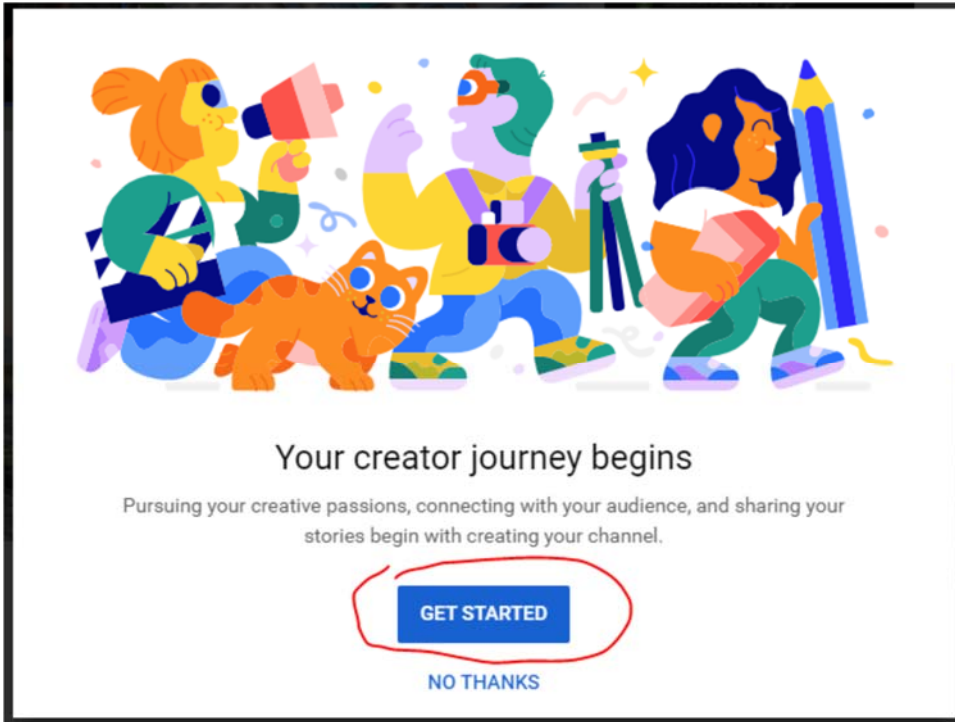


Step 7) Click on the upload button (if this is the first time you are using the account, YouTube may ask to verify your identity via text message).

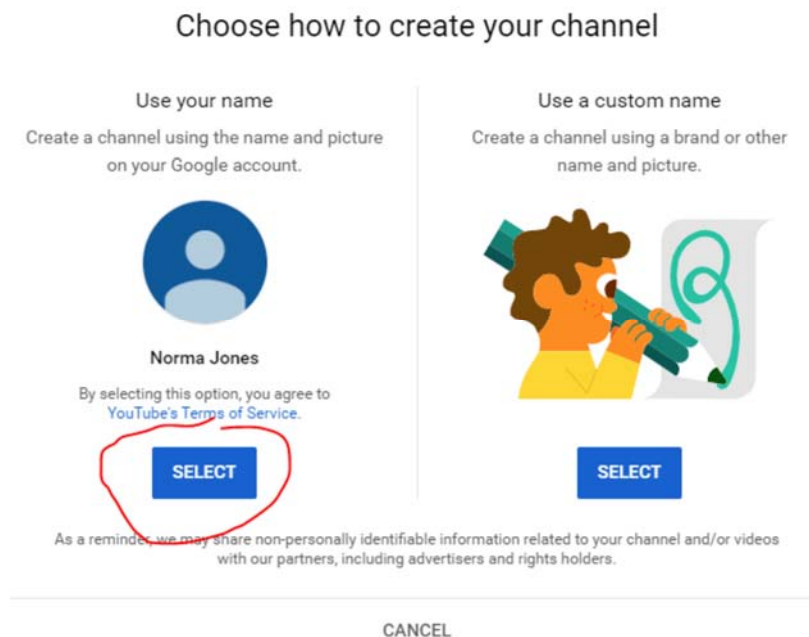
Step 8) Look to the upper right on the next screen. Then, click on the gray camera button and select the Upload video option.



Step 9) If you get the setup channel screen, click on the blue GET STARTED. If not, please proceed to the next step.



In the next screen, select one of the two options:



You can further customize your channel on the next screen. In the interest of time, I scrolled down to the bottom and selected SET UP LATER option.

**Add links to your sites**

Sharing links helps viewers stay connected with you and your latest videos.

Custom link

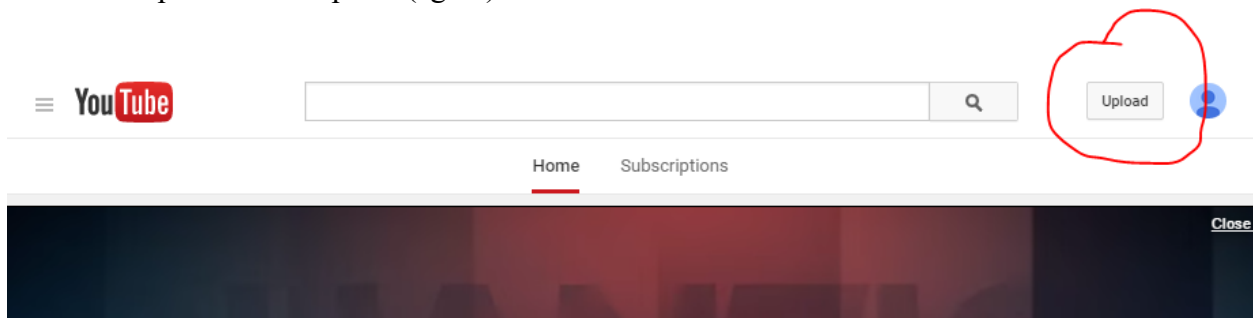
Link title My website	URL Add URL
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Social links

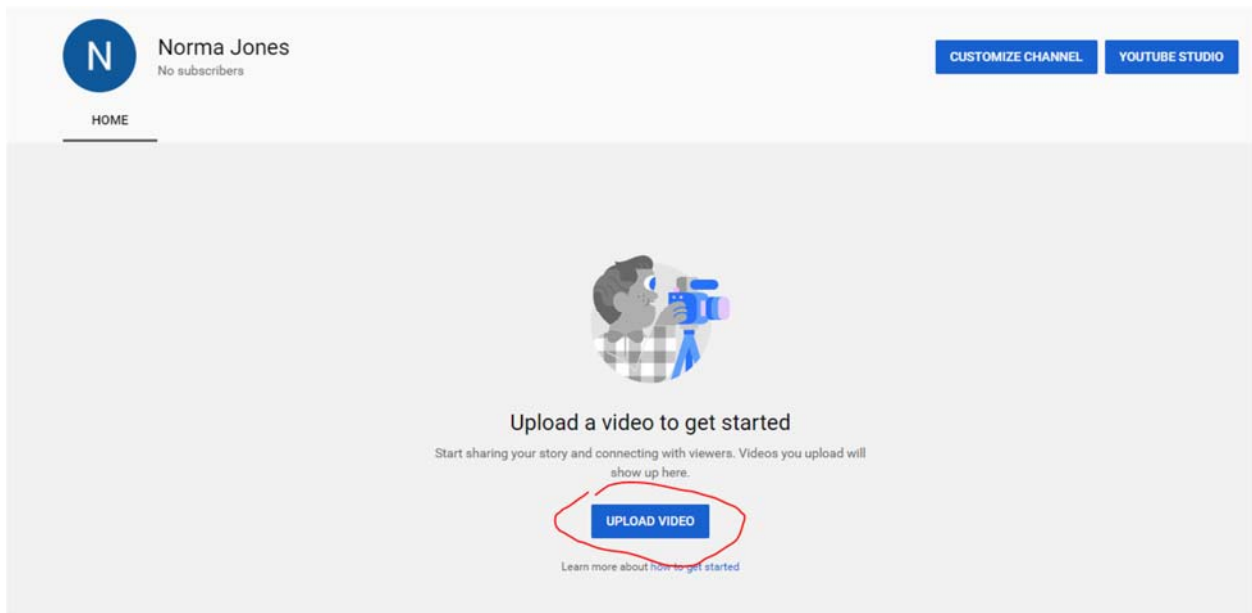
URL f https://www.facebook.com/add profile name
URL t https://www.twitter.com/add profile name
URL i https://www.instagram.com/add profile name

[SET UP LATER](#) [SAVE AND CONTINUE](#)

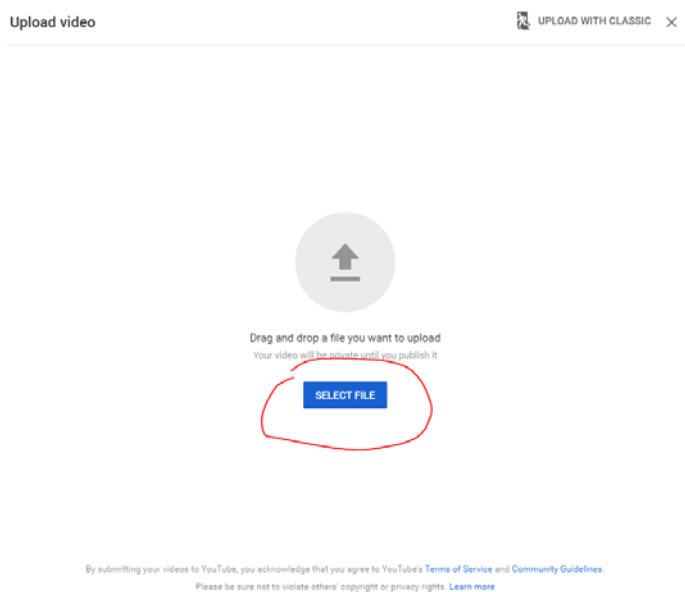
Step 10) Look to the upper right on the next screen. Then, click on the gray camera button and select the Upload video option (again).



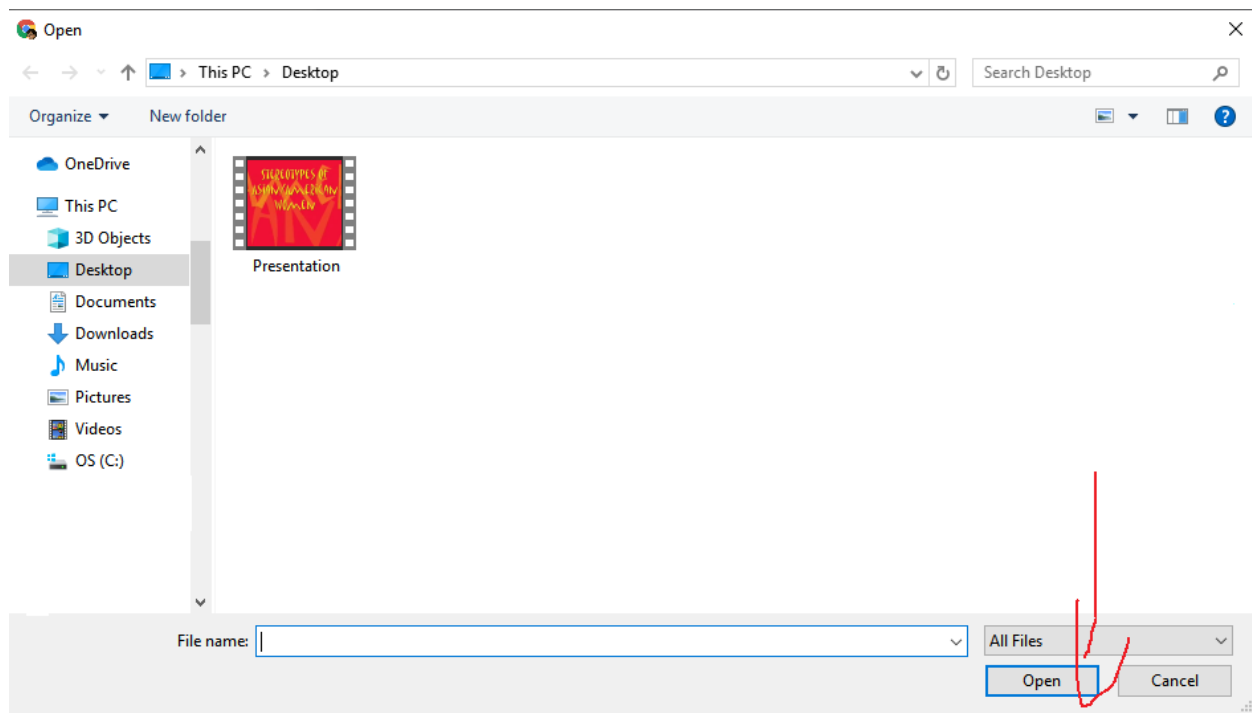
Step 11) Click on the blue UPLOAD VIDEO button:



Step 12: In the next screen, click on the blue SELECT FILE button:



Step 13) Then, select the Presentation file and click the Open button:



Step 14) Change the Title include your name and any descriptors. You can scroll down for other options such as tags, promotions, age restriction, etc. You will need select one of the two options under “Is this video made for kids?” Then, click on the blue NEXT button:

### Norma Jones - Presentation

Saved as draft

1 Details — 2 Video elements — 3 Visibility

#### Details

Title (required)  
Norma Jones - Presentation

Description   
Norma Jones - Presentation

Processing video...

Video link   
<https://youtu.be/GW14mzRS23M>

Filename  
Presentation.mp4

#### Thumbnail

Select or upload a picture that shows what's in your video. A good thumbnail stands out and draws viewers' attention. [Learn more](#)

#### Playlists

Add your video to one or more playlists. Playlists can help viewers discover your content faster. [Learn more](#)

Playlists  
Select

#### Audience

**Is this video made for kids? (required)**

Regardless of your location, you're legally required to comply with the Children's Online Privacy Protection Act (COPPA) and/or other laws. You're required to tell us whether your videos are made for kids. [What's content made for kids?](#)

Yes, it's made for kids  
 No, it's not made for kids

▼ Age restriction (advanced)

[MORE OPTIONS](#)

Paid promotion, tags, subtitles, and more

0% processed

**NEXT**

Step 15) You can add other options on this screen such as cards and end screen. I'm leaving off these options and clicking on the blue NEXT button:

The screenshot shows the 'Presentation' screen in the YouTube upload interface. At the top, it says 'Presentation' and 'Saved as draft' with a close icon. Below this is a progress bar with three steps: 'Details' (checked), '2 Video elements' (current step), and '3 Visibility'. The main heading is 'Video elements' with a subtext: 'Use cards and an end screen to show viewers related videos, websites, and calls to action. [Learn more](#)'. There are two informational boxes: one stating 'You can complete this step after the standard definition (SD) version of your video has been processed. While you wait, you can close this screen or go to the next step.' and another with an 'i' icon. Below these are two options: 'Add an end screen' (Promote related content at the end of your video) and 'Add cards' (Promote related content during your video), each with an 'ADD' button. At the bottom, there is a status bar showing 'SD 15% processed 6 seconds left' and navigation buttons for 'BACK' and 'NEXT'. The 'NEXT' button is circled in red.



Step 16) In this next screen you can choose visibility options. You can also schedule when the video will be made public.

--Public means that anyone can see it and it is searchable.

--Unlisted means that only those with the exact link can see it. It will not appear on searches. For coursework, I suggest using the Unlisted option so that instructors and classmates can see it, but it is not generally available to the public.

--Private means that only you and the people you to whom you give specific access will be able to see it.

**Presentation** Saved as draft

✓ Details — 2 Video elements — 3 **Visibility**

### Visibility

Choose when to publish and who can see your video

**Save or publish**  
Make your video **public**, **unlisted**, or **private**

**Public**  
Everyone can see your video  
 Set as Instant Premiere

**Unlisted**  
Anyone with the video link can see your video

**Private**  
Only you and people you choose can see your video

**Schedule**  
Select a date to make your video **public**

**Before you publish, check the following:**

**Do kids appear in this video?**  
Make sure you follow our policies to protect minors from harm, exploitation, bullying, and violations of labor law. [Learn more](#)

**Looking for overall content guidance?**  
Our Community Guidelines can help you avoid trouble and ensure that YouTube remains a safe and vibrant community. [Learn more](#)

Processing video...

**Presentation**

Video link

<https://youtu.be/GW14mzRS23M>

15% processed 6 seconds left BACK SAVE

Step 17) Use the gray copy button to paste and then send/post/submit/email. Please do NOT try to type the link. Any error can cause your link to be useless (like dialing the wrong phone number). For example, the number "1" (one), lower case "l" (as in love) and, capital "I" (as in Idaho) look similar in many fonts.

Lastly, click on the blue SAVE button at the bottom of the screen when the upload is finished processing:

