

## Educational Video Library (EVL)

Our filtering software offers a feature that allows teachers to approve YouTube videos for students to view. Teachers have the capability to make any YouTube video accessible to every student in the district. **Please keep in mind that any video that is approved can be viewed by elementary students.**

1. While viewing a YouTube video, copy the URL from your browser's address bar. (Note: You will need to login to the filter to visit YouTube.)



2. Go to <http://videos.mtwp.net>, and click on the *Login* link in the upper right corner. Login using your network username/password.

3. Click the *Submit a Video* link. Paste the YouTube URL you copied in step 1, then click the *Get Video* button.

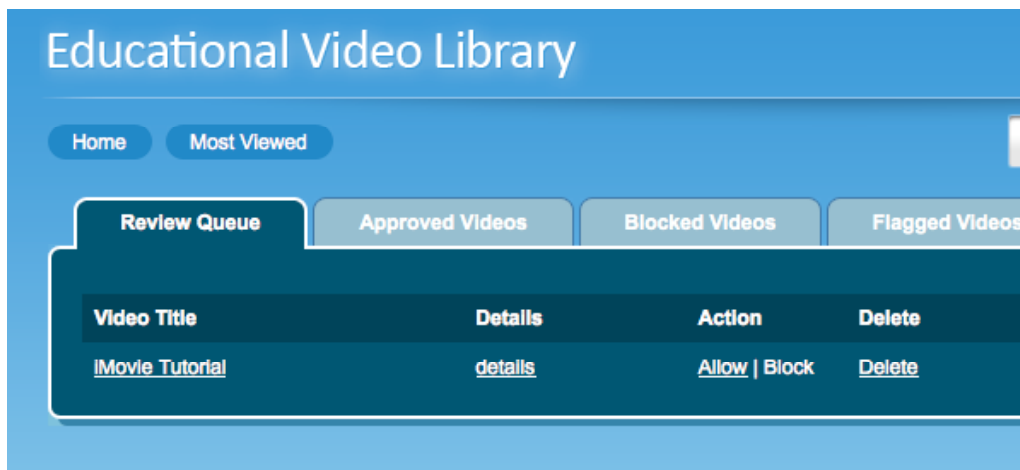
A screenshot of the "Educational Video Library" website. The page has a blue header with the title "Educational Video Library". Below the header are two buttons: "Home" and "Most Viewed". The main section is titled "SUBMIT A VIDEO". It contains a text input field with the placeholder "Enter the full URL of the video you would like to add:" and the URL "http://www.youtube.com/watch?v=3EXanBq68ml" pasted into it. To the right of the input field is a button labeled "Get Video".

4. Enter a movie title (the title used on YouTube is prefilled), select an educational category, enter tags that might make it easier for students to search for your video, enter any notes about the video, and enter your email address (mandatory). Do not select the "Notify me when video is approved" checkbox – you will do the approval in the next step! Click the *Submit Video* button.

A screenshot of the "Submit Video" form on the EVL website. The form is divided into two main sections. On the left is a "Thumbnail Preview" showing a screenshot of a video player with the title "Event Library" and a list of items including "Last Import", "iPhoto Videos", "2008", "New Event 2 Wednesday-27-08", and "New Event". On the right is the form itself. It has a "Title" field with "iMovie Tutorial" entered. Below it is a "Category" dropdown menu with "Technology" selected. There is a "Tags" field with the text "imovie, help, tutorial, beginner" and a link "Click to add suggested tags: movie". Below that is a "Notes" field with the text "This is a quick introduction to iMovie.". At the bottom is a "Your Email Address" field with "lichteml@mtwp.net" entered. There is a checkbox labeled "Notify me when video is approved." which is unchecked. At the very bottom is a "Submit Video" button.

5. Click the *Review Videos* link in the upper right corner.

You should see the video you just submitted. Click the *Allow* link to make it available to everyone in the district.



After allowing the video, you can click on the *Approved Videos* tab to confirm that your video is now available to everyone.

**To view videos in the Educational Video Library:**

Go to <http://videos.mtwp.net>.

Find the video by using the *Search* feature, by browsing the contents of the *Categories*, or by selecting one of the *Latest Videos* or *Most Viewed* videos.