Uploading to YouTube

YouTube provides [extensive documentation to walk you through the upload process](#) on various platforms.

Once you have successfully uploaded your video, we recommend reviewing and changing a few settings from the default values, as outlined below.

Privacy Settings

There are three options for your video: **Public**, **Private**, and **Unlisted**. We generally recommend posting videos as **Unlisted**. Unlisted videos do not show up in search results (either through YouTube or search engines) or in the 'related videos' display that often shows up when a YouTube video ends. The video is however shareable by anyone with the link or embed code. This means that you can embed the video in CourseLink or other course tools, and anyone you or your students send the link to can view the video.

Comments and Ratings

We recommend disabling both comments and ratings. To do this, set **Comment Visibility** to **Disable Comments**. Additionally, uncheck **Users can view ratings for this video**. We disable these settings because moderating the comments and removing spam can become a big job. It is also generally preferred to keep discussion of course content in the course shell, where students are using their real names and know who they are interacting with.

A full set of typical settings for the videos we post can be seen in the screenshots below:

Video details

Basic   More options

SAVE   ⋮

Title (required) ⍰
2019 OpenEd Multimedia Highlight Reel

Description ⍰
Tell viewers about your video

UNIVERSITY of GUELPH   **OPENED**
OPEN LEARNING AND
EDUCATIONAL SUPPORT
2019 MULTIMEDIA HIGHLIGHTS

▶ 🔊 00:00 / 12:28   ⚙ ⛶

Video link
https://youtu.be/jOAg8WJP3gk   ⎘

Filename
2019 Highlight Reel.mp4

Video quality
SD   HD

Thumbnail

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

Audience

Is this video made for kids?

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

Visibility
👁‍🗨 Unlisted   ▾

Playlists
Select   ▾

🖻 End screen   ✎

ⓘ Cards   ⧉

Video details

Basic **More options**

UNDO CHANGES **SAVE** ⋮

Recording date
None ▾

Video location ?
None

License ?
Standard YouTube License ▾

Distribution
Everywhere ▾

Category

Category ?
Education ▾

Original video language, subtitles, and CC

Video language
English (Canada) ▾

Caption certification ?
This content has never aired on television in the U.S. ▾

To manage other languages, go to subtitles

Subtitles and CC for original video language

English by YouTube (automatic) ⋮

UPLOAD SUBTITLES/CC ?

Comments and ratings

Comment visibility ?
Disable comments ▾

Sort by
Top ▾

☐ Users can view ratings for this video

It is also possible to make these settings the default for all videos you upload. Individual videos may of course have different settings, if you wish to override the defaults.

Captions and Transcripts

By default, YouTube will create AI-generated captions for your video using the video language you have selected. These captions can be edited using the excellent caption editor built into YouTube Studio.

It is also possible to upload your own caption files in the event you have been provided files in a suitable format or have used software to generate them. More likely, you have a transcript file; this can be uploaded as well, and the AI will auto-synchronize your video to the text in your transcript. The results from this are generally superior to auto-generated captions.

Up to date details on all of these options are available on the Google support site.