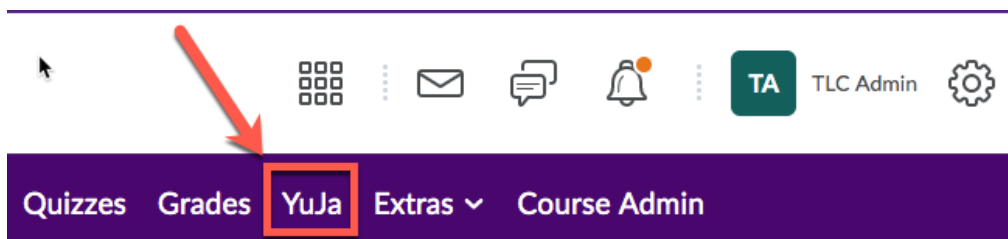
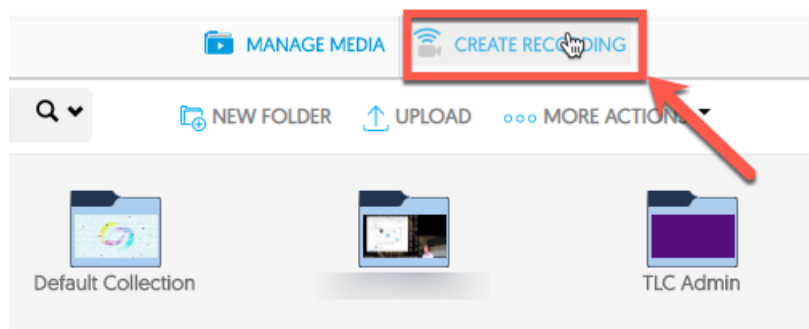


## DOWNLOADING AND USING YUJA SOFTWARE STATION

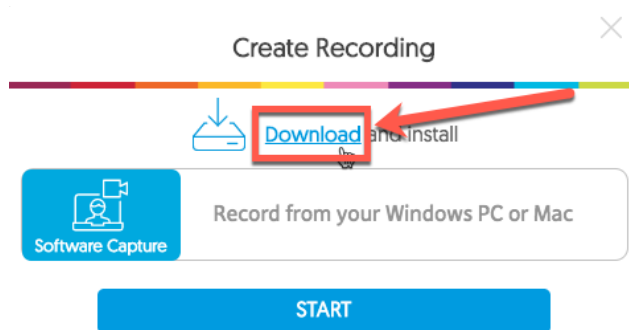
1. In your course, click YuJa to go to your YuJa home page.



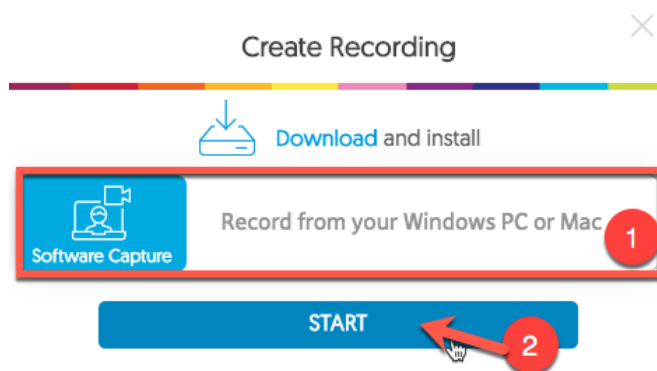
2. Click Create Recording once you are in YuJa.



3. This will prompt you to download YuJa Software Station app. This app allows you to record your screen, camera, and voice and upload it to YuJa. Click on the link to download and install the app to your computer. **Please note that if you are using a CCD work computer, you will need IT to install it for you since you are not allowed to install new apps on work computers.**



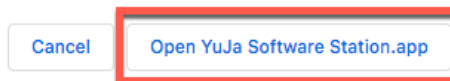
4. **Once you have installed the app**, come back to this screen and this time select **“Record from your Windows PC or Mac”** option then click **Start**.



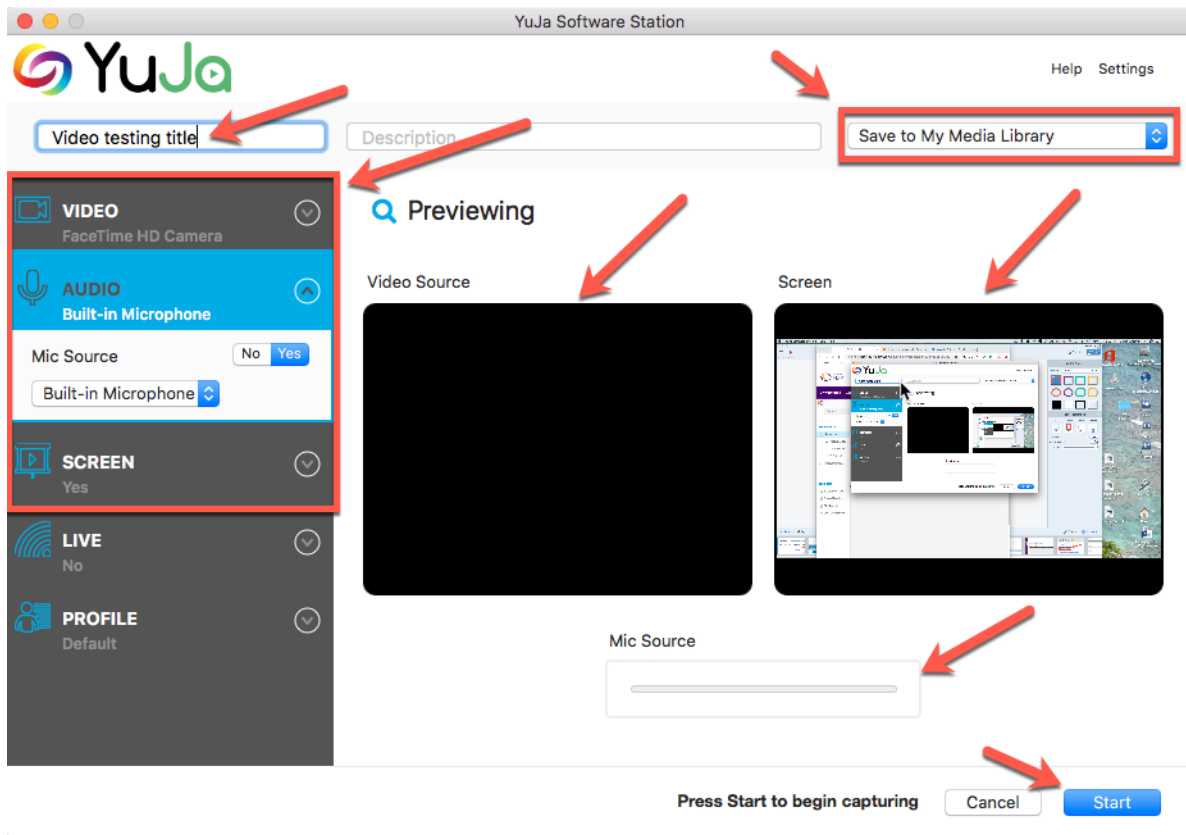
5. Allow your browser to open the app.

Open YuJa Software Station.app?

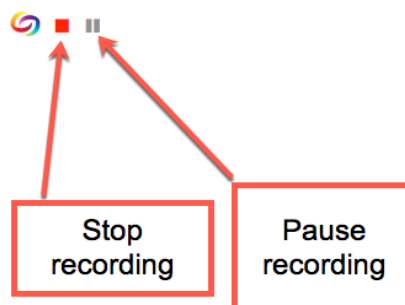
Always open these types of links in the associated app



6. Once you are in the app, type in a name for your recording to the designated Name box on the upper left corner. Make sure “Save to my media library” is selected from the dropdown list on the upper right corner of the screen. You can set your audio, video, and screen recording settings on the left. Preview your camera and screen under the Previewing section. Click Start to start recording.



- After clicking Start, your video YuJa software station app will be minimized and you will see a countdown on your screen. Once the recording starts, locate control panel on the bottom right corner of your computer screen. This panel has 3 buttons: YuJa, Stop Recording, Pause Recording. Clicking YuJa will maximize the software station app. Once you are finished recording, click the stop icon.



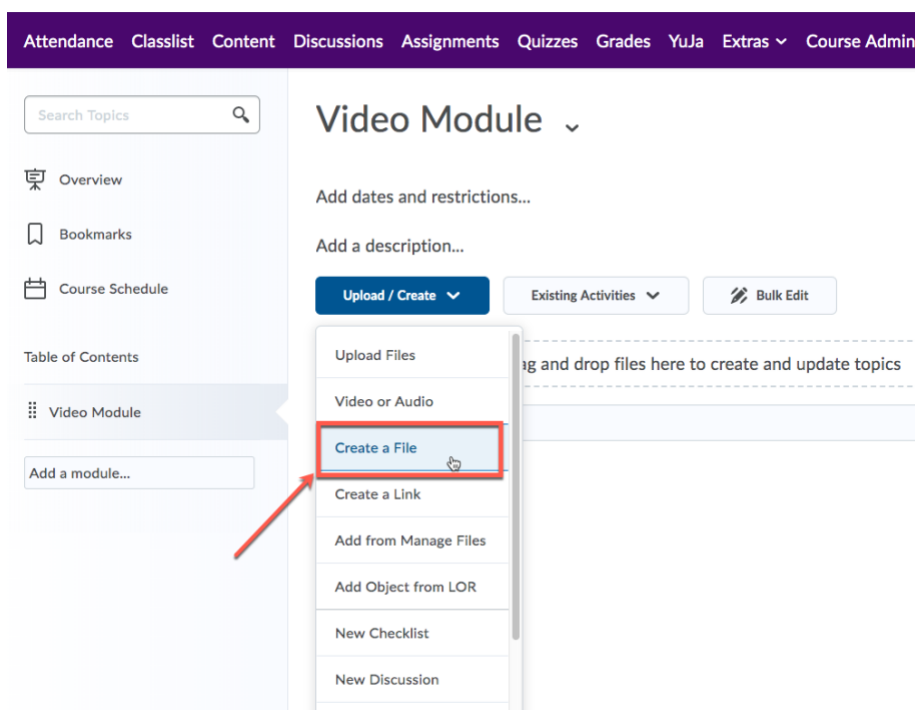
- You'll see a notification displayed indicating your capture session was ended and your video is currently being uploaded to your YuJa account. Click Save to save your recording.



- You will be able to see your video in the next screen. YuJa will need some time to process it so you won't be able to watch it just yet. You don't need to do anything at this point, YuJa will resume the processing in the background. Processing times depend on the length of your video. Now you can go to your D2L course and add the video you just recorded into the course modules.

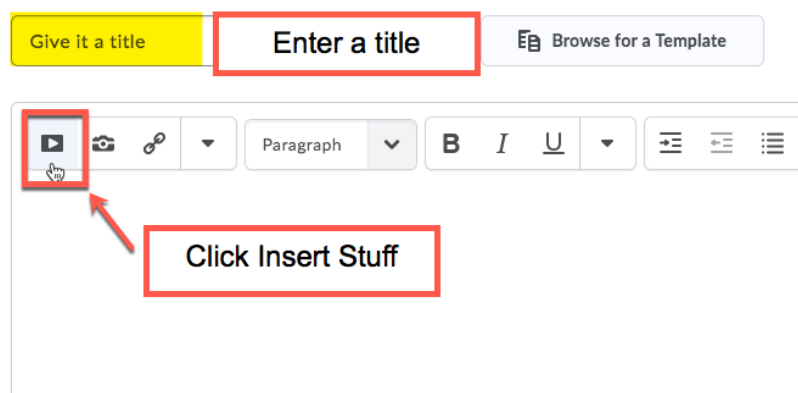
## ADDING EXISTING YUJA VIDEOS UNDER A D2L MODULE

1. Go to your D2L course module and click **Upload/Create** button. Select **Create a File** from the dropdown list.

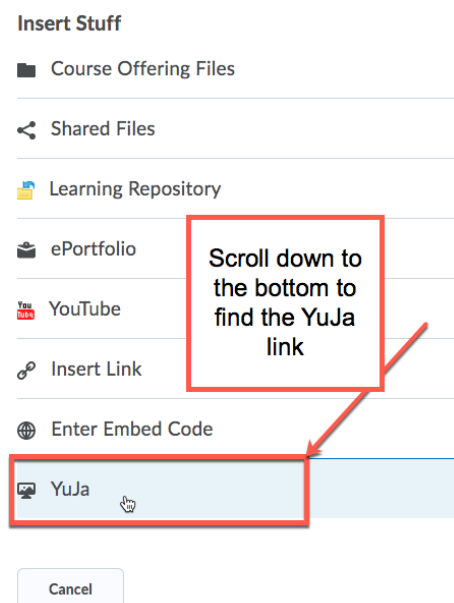


2. **Enter a title** for your video then click **Insert Stuff** icon which is located on the upper left corner of the HTML editor.

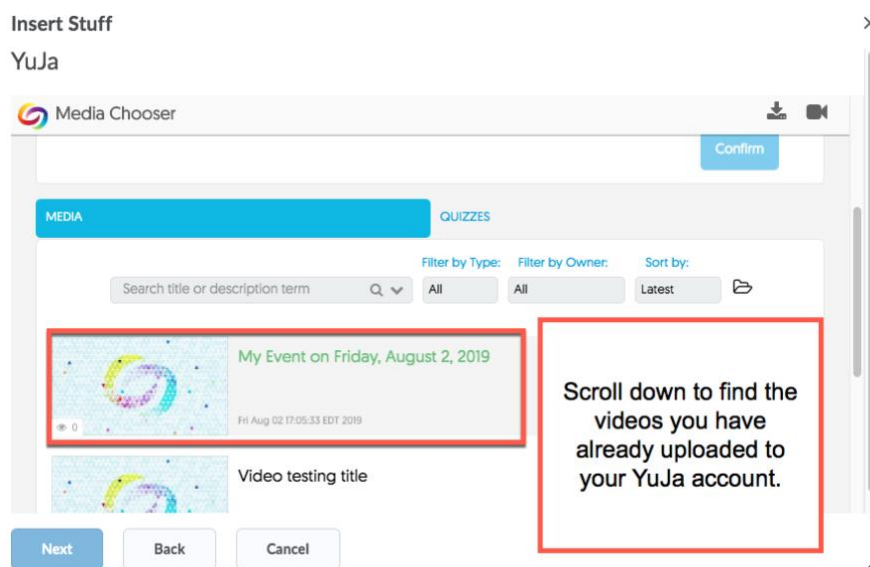
## Create a File in "Video Module"



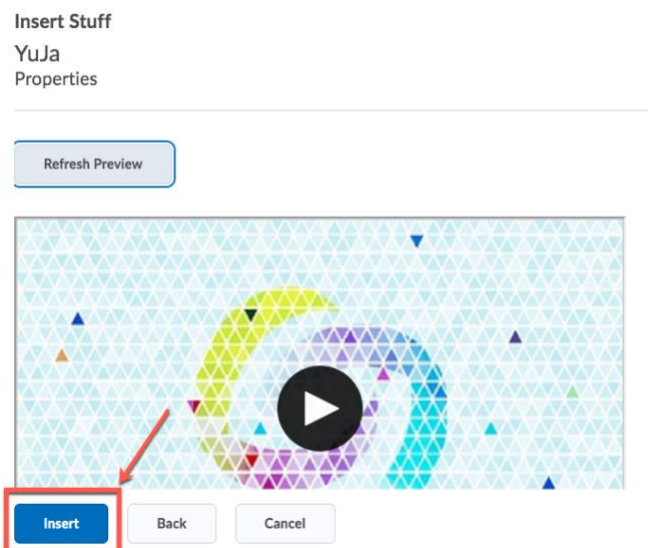
3. **Scroll down** to see the YuJa link. Click on it.



4. You will be taken to YuJa media chooser. This window is where you can either **upload a video to YuJa from scratch** or **select an already uploaded YuJa video from your account**. If you have used **YuJa Software Station App** to record a video, the app had already uploaded the video to your YuJa account. So, please scroll down to see the existing videos in your YuJa account.




5. Click Insert.



6. Click Publish and you are set!

## Create a File in "Video Module"

Give it a title



content/enforced2012/2273194-ToolsandVideo/