Adding videos
in Contensis CMS

In this guide

Hosting your videos

All videos should be uploaded to [MediaSpace](). This is the university's video platform. This [full MediaSpace guide]() shows you how to use it.
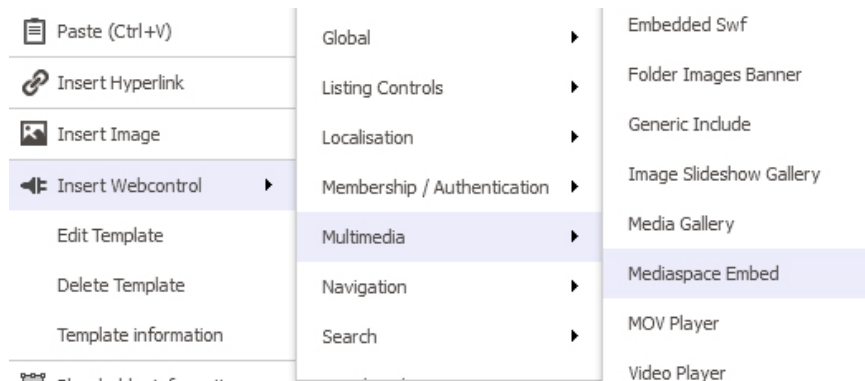
You need to login to MediaSpace using your usual university login details.

When your videos are uploaded and captioned, you can insert them into a Contensis page.

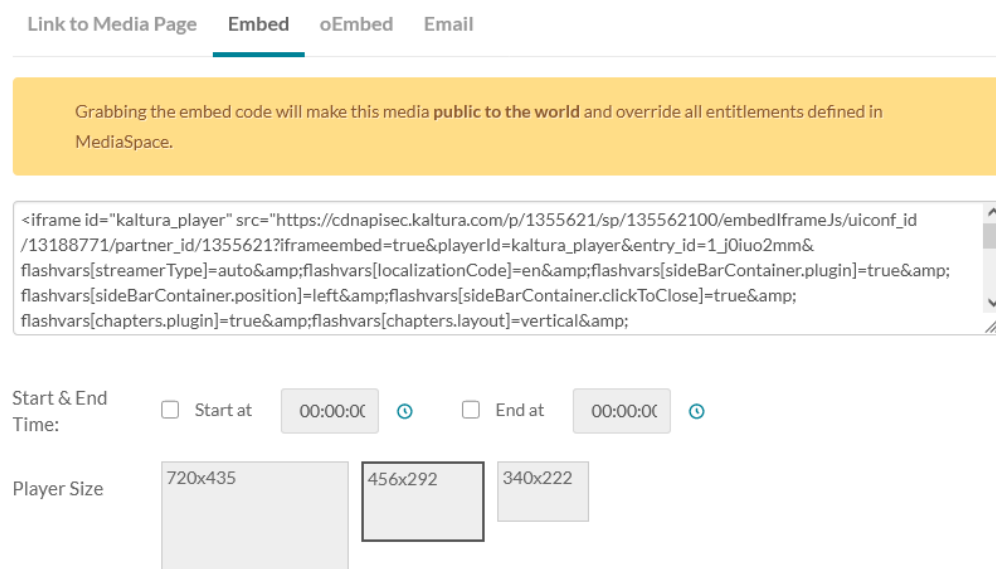## Embedding video onto a Contensis page

Videos are added to a Contensis page by embedding code from MediaSpace into a web control.

1. In Contensis, right click where you want to add your video and select **Insert Webcontrol > Multimedia > Mediaspace Embed**

2. To retrieve your embed code from MediaSpace:
   - Ensure you're logged in to MediaSpace
   - Browse to the video you want to embed
   - Click on **Share** under the video
   - Click on **Embed**
   - Select the player size

3. Copy the embed code to your clipboard
4. Back in Contensis, paste the embed code generated by MediaSpace into the control
5. Save and preview your page

The video should now show on your page. If you're happy, submit (or approve) the page.

These instructions also apply if you wish to add a **playlist** to a page.

Embedding more than one video on a page

If you're adding more than one individual video, you'll need to change the ID of the MediaSpace web control, so they are different for each video.

Only one instance of an ID can be used per page, otherwise you'll get an error when previewing.

Video thumbnails

Video thumbnails are managed in MediaSpace and can be generated by:
- uploading an image
- capturing one from the video
- letting MediaSpace auto-generate one for you

YouTube videos

You should use MediaSpace to embed videos on a webpage rather than YouTube, as YouTube is not available in all countries.

You can contact the video team if you want your video to also be added to the university's YouTube account.