

## To upload media clips to the K-12 Smooth Streaming server:

1. Log in to the Members site.
2. On the Personal tab, click the **Media Services** link.
3. Click the **Upload Files to the Media Server** button.

### Media Services

Upload Files to the Media Server

**Note:** Only media files with an .ASF, .ISMV, .MP4, .WMA, or .WMV extension will be accepted.

**Note:** There is a 2 GB file size limit. Attempting to upload a file larger than the size limit may have unexpected results.

You have uploaded the following media files:

4. Select the desired media file, and click **Open**.
  - See [FAQ 1065](#) for supported file types
  - Media files must not exceed 2 GB.
5. After the upload is complete, you will see the Edit Media Properties page. On this page, you can enter the video title and description. If you'd like a custom URL reflecting the video title, check **Rename the media file to reflect changes in its title**
6. To save your changes, click **Submit**.

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You are currently managing: **Demo** (Change)

### Edit Media Properties

Please make the changes to your media file's properties and click **Submit**.

**Title:** Test Video

**Description:** This is a video testing uploading capabilities.

**URL:** mms://media.k12.sd.us/ .wmv

Rename the media file to reflect changes in its title

**Submit** **Cancel**

7. Uploaded files will be listed on the Media Services page.

You have uploaded the following media files:

Download	Test Video (0.48 MB)	Date Uploaded: 10/28/2013 1:14:02 PM
Edit		Date Updated: 10/28/2013 1:17:46 PM
Replace	<b>Windows Media:</b> mms://media.k12.sd.us/rb001/inservice_video_2010_01_18_20131028.wmv	
Remove	<b>Smooth Streaming:</b> Encoding in progress.	
	<b>Description:</b> This is a video testing uploading capabilities.	

8. After encoding has completed, **refresh** your browser to view Smooth Streaming encoded URL.

You have uploaded the following media files:

Download	Test Video (0.48 MB)	Date Uploaded: 10/28/2013 1:16:02 PM
Edit		Date Updated: 10/28/2013 1:17:46 PM
Replace	<b>Windows Media:</b> mms://media.k12.sd.us/ /inservice_video_2010_01_18_20131028.wmv	
Remove	<b>Smooth Streaming:</b> http://media2.k12.sd.us/v/ /22527	
	<b>Description:</b> This is a video testing uploading capabilities.	

9. The Windows Media and Smooth Streaming links can now be used.

## **The following formats can be used with the K-12 media services:**

Formats supported for Smooth Streaming services:

- .MP4
- .ISMV
- .WMV
- .ASF

Formats supported for Windows Media services:

- .WMV
- .WMA
- .ASF