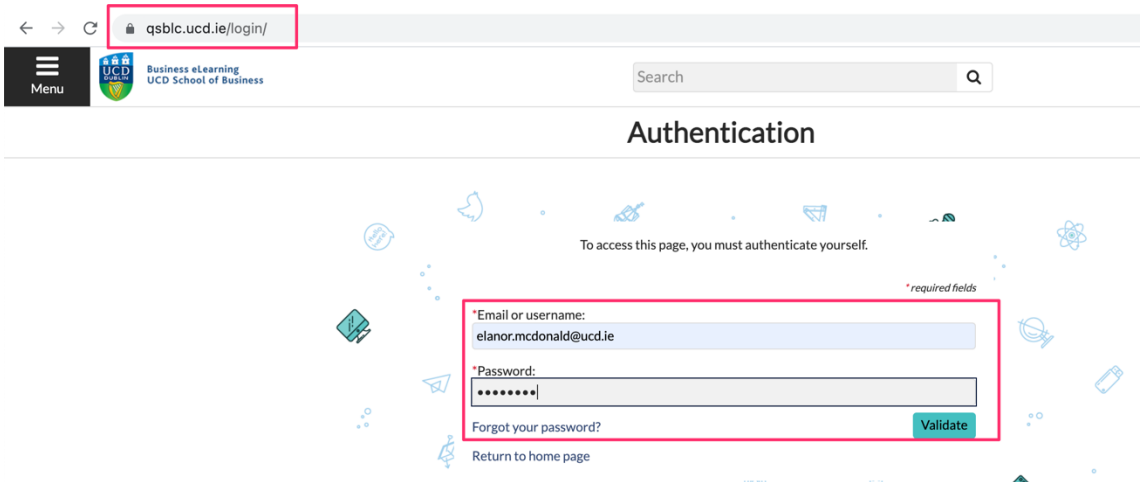
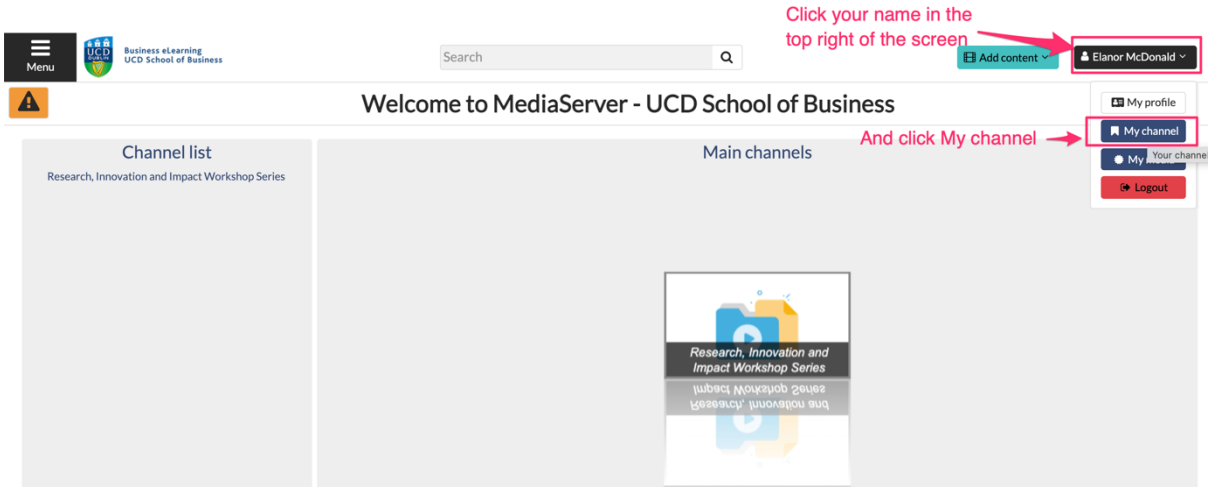
Business eLearning
UCD College of Business

Editing Videos on the Media Server

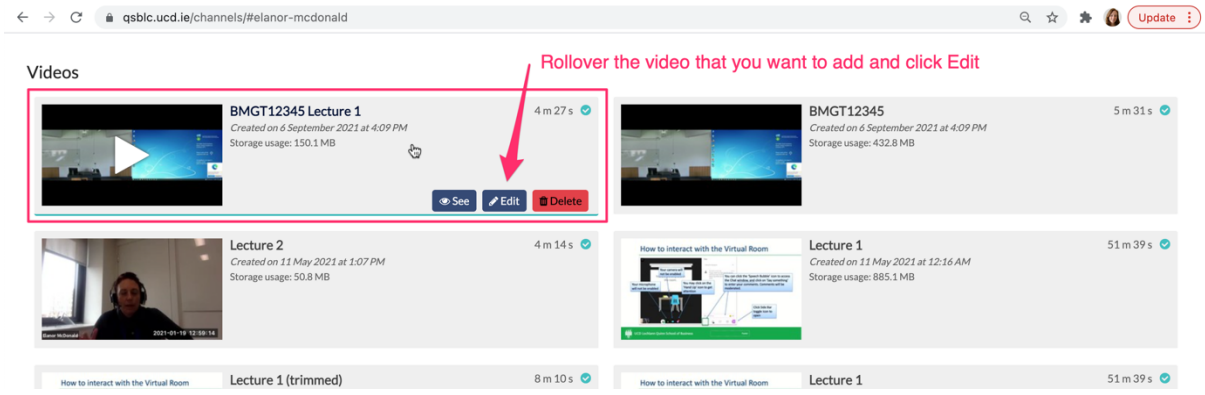
To edit a recording on the media server you must first log into your media server account (go to qsblc.ucd.ie to access).



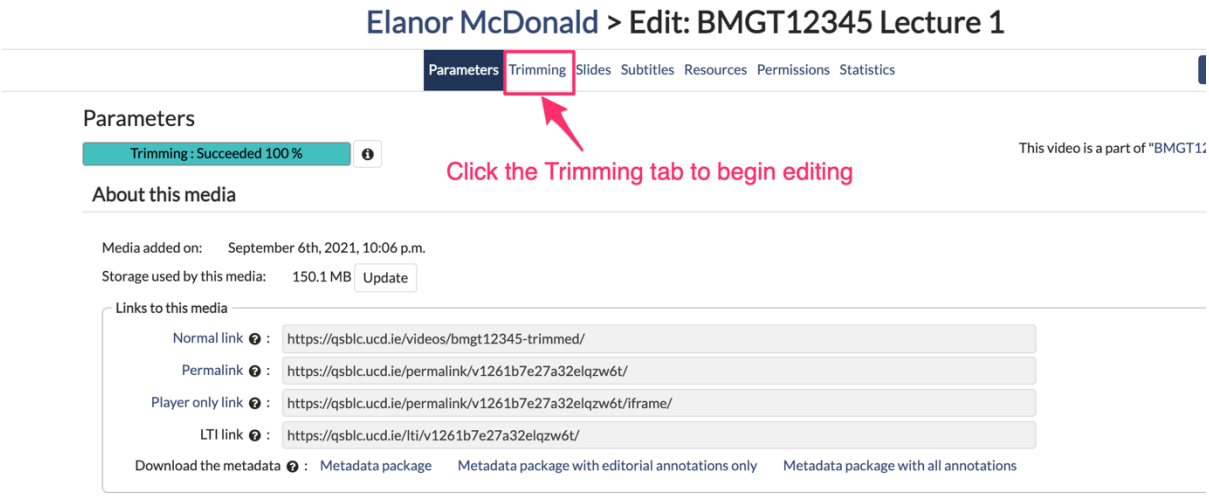
Click your name in the top right corner of the screen and select 'My channel' from the drop down menu.



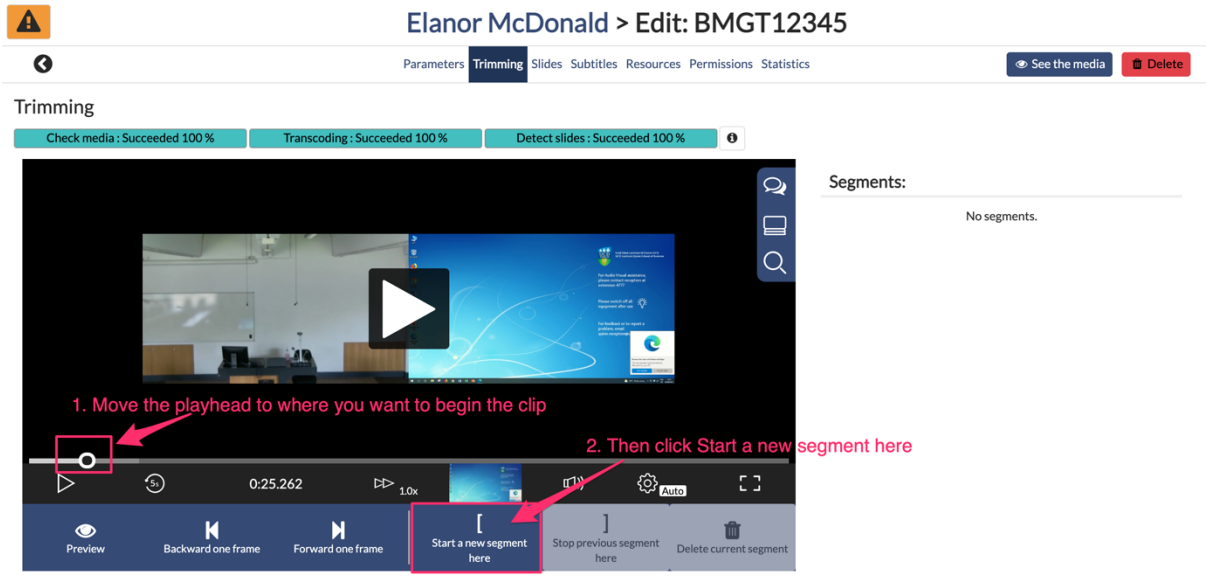
Find the video you want to add to the module, roll over it and select '*Edit*'.



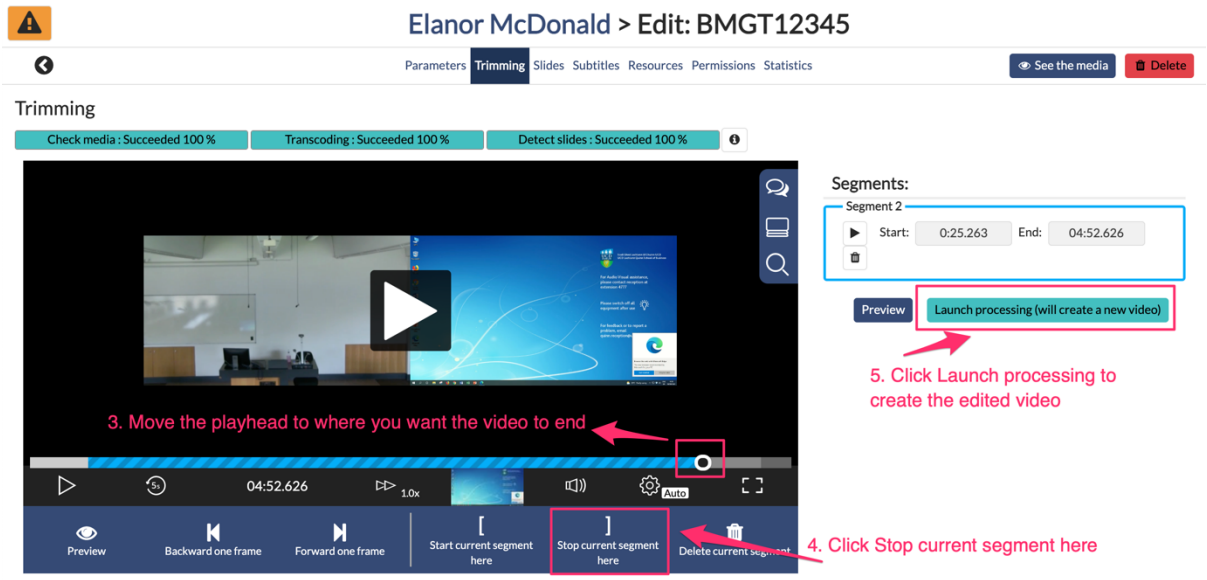
Click the '*Trimming*' tab to begin editing.



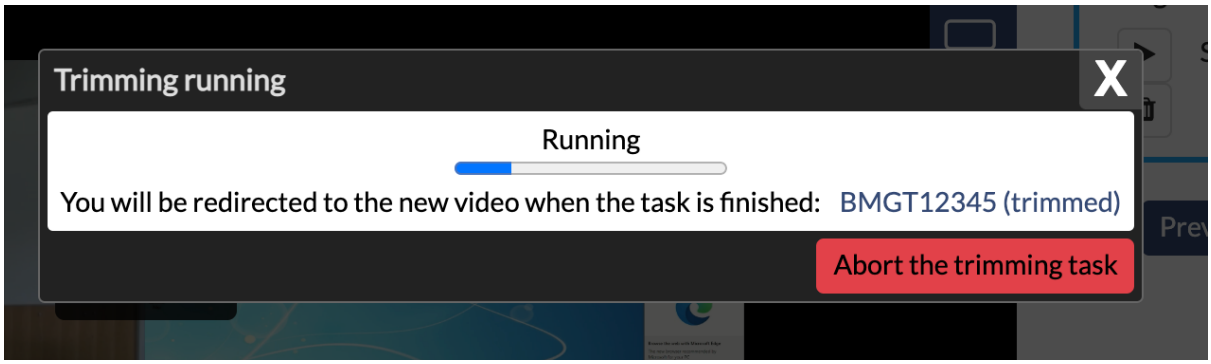
Move the playhead to where you want the edited video to begin. Then click '*Start a new segment here'*.



Move the playhead to where you want the video to end and click '*Stop current segment here'*. This will set the boundaries of the new video. Click '*Launch Processing'* to create the edited video.

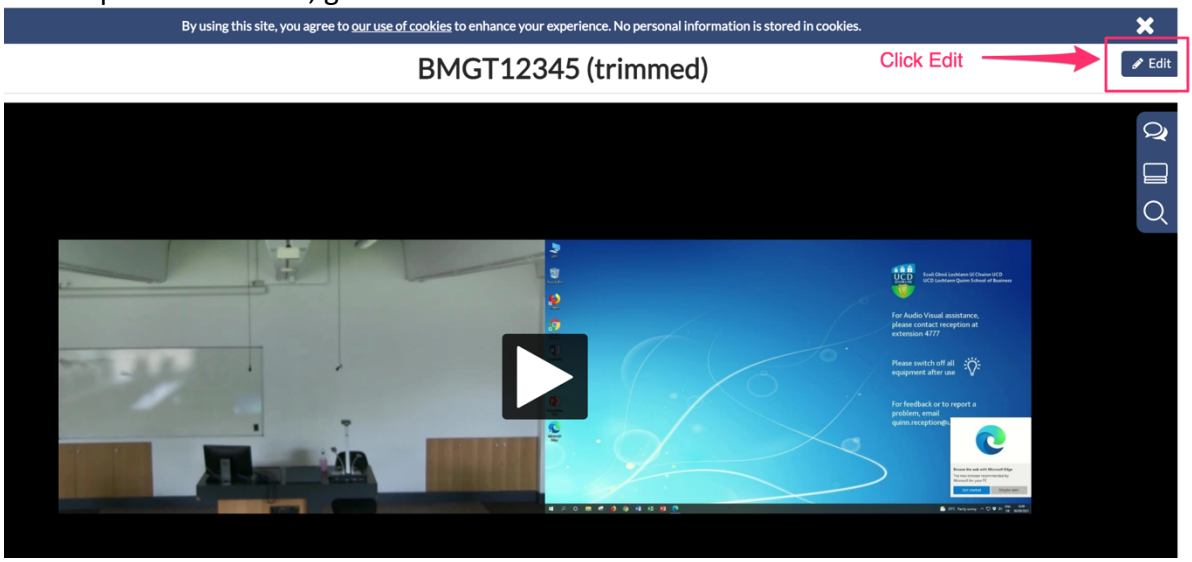
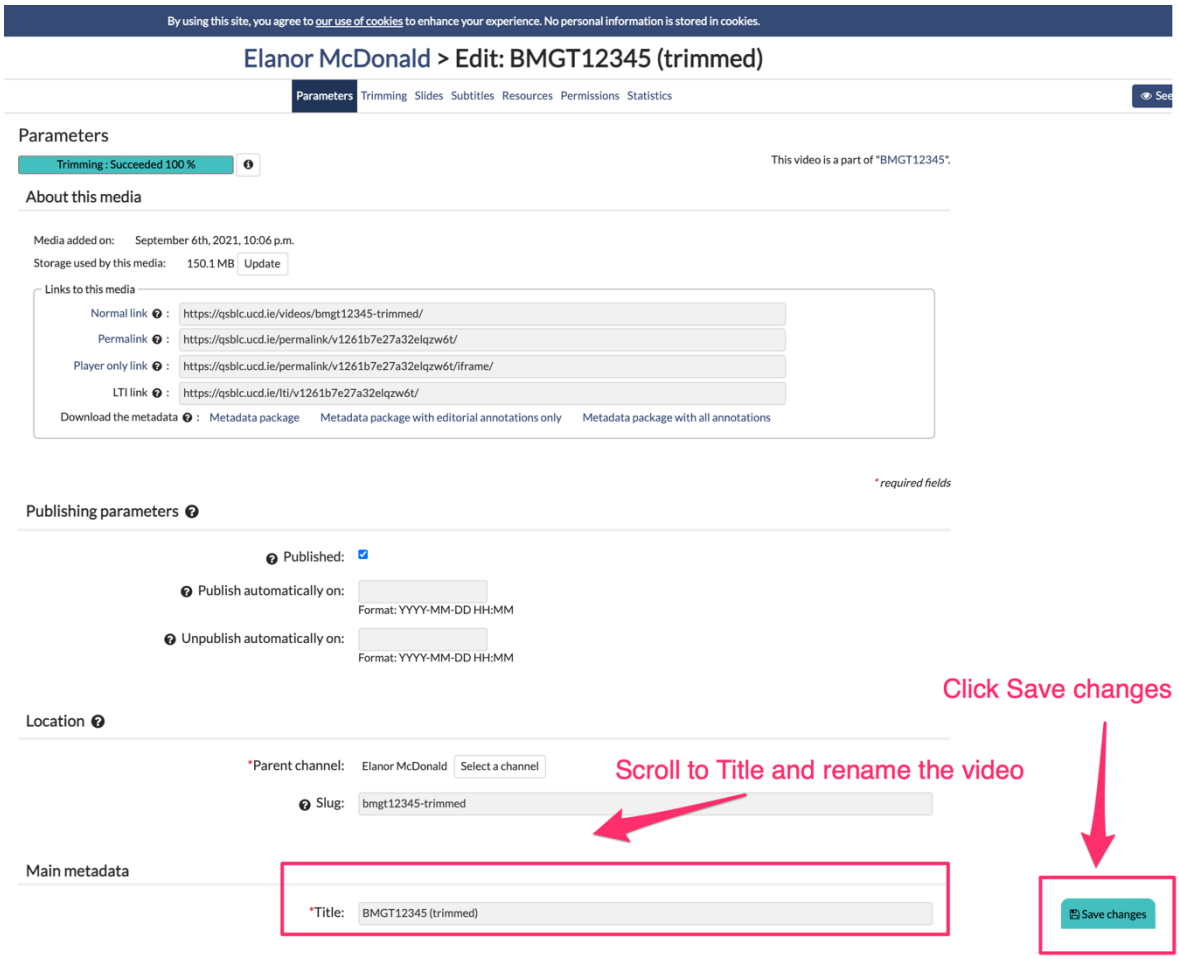


You will see a pop up message telling you that you will be brought to the new video once processing has finished.



Once the new video appears, you may want to change the name of the video as 'trimmed' is appended to all edited videos on the media server.

To complete this action, go to '*Edit*' on the next screen.



Scroll down to the '*Title*' field, rename the video and save changes.