MediaAMP in Blackboard

The MediaAMP LTI Tool provides a central repository of audio and video content to deploy in Blackboard. Upload files once to MediaAMP and reuse those files in all your courses. MediaAMP is useful if you want to share videos with your class.

This help article describes the process of adding MediaAMP to a Blackboard course, including:

1. **Overview**
2. Supported file formats
3. **File size**
4. Add MediaAMP to a course menu
5. Access MediaAMP and manage files
6. Deploy content in courses
7. Technical support

**Overview**

The MediaAMP Media Manager accepts video and audio content. Other digital materials, such as image files, Powerpoint, Keynote or Adobe Presenter files, are not currently supported. Media with DRM (Digital Rights Management) enabled cannot be processed.

If you encounter difficulties uploading files, please submit an incident to the ASU Help Desk.

**Supported File Formats**

- Audio: AAC, AIFF, M4A, MP3, WAV, WMA.
- Video: 3Gpp, AVI, FLV, MOV, MPEG4 (mp4), WebM, WMV, MKV

**Unsupported File Naming Characters**

- Backslash
- Forward Slash
- Ampersand
- Pipe or Vertical Bar
- Colon
- Percent
- Asterisk
- Quote
- Angle Brackets
- Question Mark
- Diacritical marks
- Upside-down characters

**File Size**

The upload process requires varying amounts of time depending on the format and size of the media, as well as how many other people are uploading media at the same time. Larger and longer videos will take more time than short videos and audio files. A general rule of thumb is to expect processing to take about the same time as the duration of the media; in most cases it will be quicker.

**Note:** Depending on your network upload speed, separating files greater than 125 MB into multiple files may help prevent delays in uploading and viewing. Upload three to five files at a time, not your entire media library at one time. Make sure to leave your internet browser upload window open until your uploads have finished uploading. Your video or audio entry will show as "Processing" when the upload process has completed and the video or audio publishing process has begun.

**Cookies Required**

Your browser settings must enable or allow cookies to use MediaAMP. You will receive an error "To access this app, you need an LTI connection" if cookies are not allowed.

**Add MediaAMP to Course Menu**

MediaAMP must be added to the Course Menu. This menu item is the instructor’s main access to upload and manage files.

To add MediaAMP to the Course Menu:

1. Click the **Menu Plus Symbol** > **Tool Link**.
2. Type **MediaAMP** in the Name field or select **MediaAMP** from the Type: drop-down menu.

**Note:** Do not make the item available to students. Do not click Available to Users.

MediaAMP uploading is only available for Instructors, TAs and Course Builders.

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**Access MediaAMP and Manage Files**

To access MediaAMP and manage files:

**NOTE:** If the web browser being used displays an LTI error message you need to enable cookies in your browser. [This ServiceNow KB Article](https://asu.service-now.com/kb_view_customer.do?sysparm_article=KB0013134#manage) details how to enable cookies in the browser.

1. Click on the **MediaAMP** menu item you created in the Add MediaAMP to the Course Menu steps above.
The MediaAMP administrator panel appears, displaying your MediaAMP content. For Help, click the Help link is in the upper-right.

2. Click **Upload New Media** to add audio and video files.
3. Browse to the desired files on your computer.
4. Click **Add More** to upload additional files.
5. Check the I Accept box to confirm your rights to upload and share the media files.
6. Click **Use Selected Media**.
Search Your Content

Information about your file content, or metadata, is useful for sorting and searching your collection.

To add metadata to your MediaAMP content:

1. Click the **Edit** button next to the title of the file.

2. Title: the default value is the original media file name, students see the title in the course content area (required).
3. Description: students see the description in the course content area (optional).
4. Keywords: unique terms, often called tags, that provide a method to search and find the file (optional).
5. College (optional).
7. Course Prefix and Number (optional).
8. Share with Faculty/Staff: your media is tied to your unique ASURite ID. If you want co-instructors or TAs to manage the file, add their ASURite ID (optional) next to yours.
9. Click **Save Changes**.

**Search Your Collection**

A. Sort the collection by title, description or keywords.
B. Click on a keyword to filter the collection: for example, click on the word **music** to show only videos with the keyword music.
C. TIP: if you search for media, and now want to see all the files in your collection:
1. Delete the term (e.g., music) from the search box.
2. Click the magnifying glass icon to show all collection items.

Note: For very large collection, combine the sort and keyword search to narrow results. If your search doesn't return the expected results, use asterisks around your keyword, for example "music".

Deploy Content in Courses

Beginning in Summer 2016 you can embed videos only. The ability to provide a link (new internet browser tab or window) for the video is no longer available with the latest release of Blackboard. Previously used links for the video(s) in your courses will continue to function.

Option 1 To Embed a Video in Course Content

1. Go to the desired course content area (e.g., content, lectures, week, unit).
2. Click **Build Content** > **MediaAMP**.

3. Select the desired file by clicking **Use Media**.

4. The video is now available to students. If you want to edit the embedded video element follow the steps in **Option 2**.
Option 2 To Embed a Video in Course Content

1. In a course content area, click Build Content > Item.

2. Provide a title.
3. In the text editor, select Mashup > MediaAMP.

4. Find the desired file and click Use Media.
5. The embedded video will show as a yellow box.

6. Click the "Submit" button at the bottom of the page when you are finished editing this page.
7. The file(s) is now available to students.