**SHARING VIDEOS**

You can share whole videos or custom playlists you create.

**TO SHARE VIDEOS:**
From the browse or search results page:
1. Click on the envelope icon below the thumbnail image to send a link to a specific video via email.

From the view video page:
1. Click on the “Share” tab below the video player to send a link to a specific video via email.
2. Click on the “Details” tab below the video player. Then simply copy and paste the Title URL onto a secure Web site to allow students and faculty direct access to that video.

**TO CREATE A CUSTOM PLAYLIST:**
Users can add a full title or segments of a title to a playlist.

1. Click on the “[+]” icon below the thumbnail image of the video on any search or browse results page. Then choose whether to add the specific title or segment to an existing playlist or create a new one.
2. Or, from the View Video page, use the “Playlist” tab to add videos to a playlist or create a new one.
3. Access all existing playlists from the “My Playlists” tab at the top of the screen.

**FYI**
Title URL links are specific to every video and every account. They can be used on course Web sites, online library card catalog systems, distance-learning courseware, PowerPoint slides, and more.

**FYI**
In order to create a custom playlist, you must be logged in as a user. If you do not have a user account, you will be prompted to create one.

**QUICK TIP**
It's easy to add more than one video segment to a playlist at once using the “Playlist” tab below the video player. Press Ctrl or Command while selecting multiple segments to easily add them to your playlist.
You can also add segments from different titles to a single playlist.

**FYI**
The embed HTML code allows a Flash® video player for any title or segment to be added to any HTML page or online course management system, and these videos can be accessed anywhere within your institution's authentication range or by username and password.