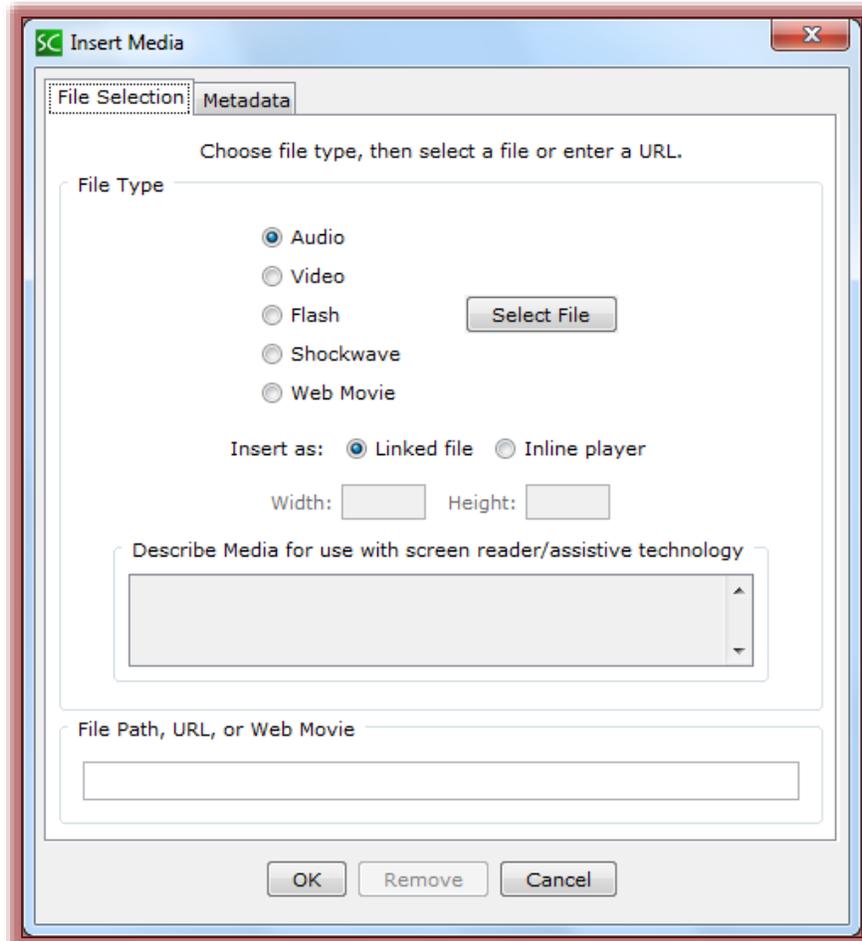


SoftChalk-Insert Media

Various types of media can be inserted into a lesson, such as sound, video, and animation files.

INSERT MEDIA

- Choose **Insert** from the **Menu Bar**.
- Select **Media** from the list of options.
- The **Insert Media** window will display (see illustration below).



- Select the **File Type** from the list.
- Click the **Select File** button to select the file.
- The table below lists the supported formats for the different **File Types**.
- Click the **OK** button to insert the **Video** into the Lesson.
- The **Video** icon will appear in the Lesson (see illustration at right).



MEDIA FORMATS

File Type	Formats Supported
Audio	aiff, au, mid, midi, mp3, ogg, ra, ram, rmf, wav, wma
Video	avi, mp4, mpeg, mpg, mov, wmv
Flash	swf
Shockwave	dcr
Web Movie	swf

INLINE PLAYER

- ☞ The **Player Controls** will appear automatically when the **Lesson** is viewed in the Web browser.
- ☞ You may be required to enter values for the width and height for this option if a video, flash, or shockwave file type is selected.
- ☞ If **.mov** video files are inserted, your students will be required to have **QuickTime** installed on their computer.
- ☞ If **QuickTime** is not installed, students will not be able to play the **.mov** files.

LINKED FILE

- ☞ When you click the Media Link when previewing a lesson in the Web browser, a separate window pops up with the controls to play the sound.
- ☞ When this option is used, the page will load faster than with the Inline Player.
- ☞ The link file will appear in the same folder as the rest of the lesson.

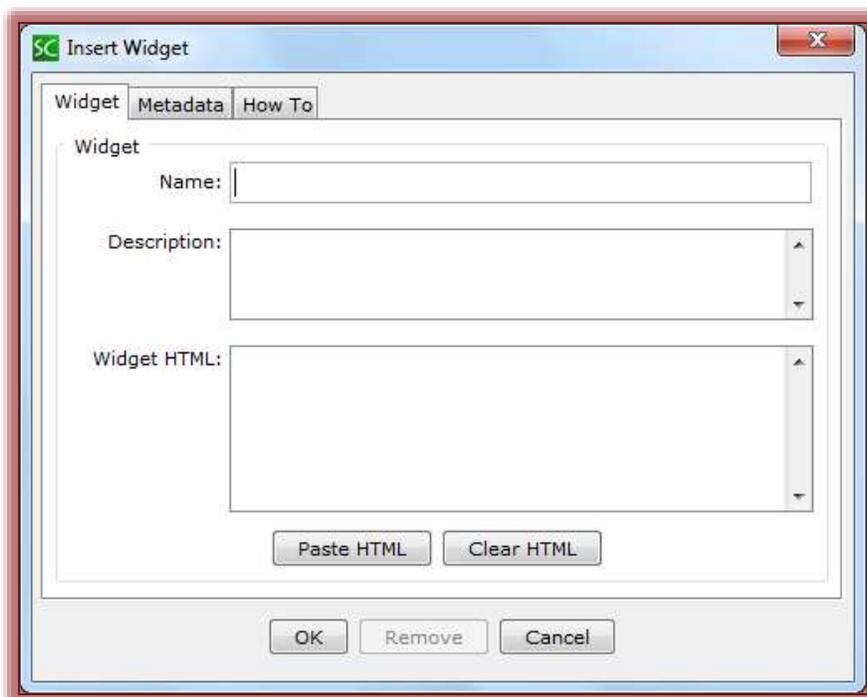
LINK TO MEDIA FILE-USE FILE PATH, URL, OR WEB MOVIE

Instead of linking to a file on your local computer, it is possible to link to a **Media File** on the Web. The **Media File-Web Movie** must be in **swf** format. To insert the **Media File** complete the steps below.

- ☞ Locate the **Media File** on the **Web**.
- ☞ Copy the **Address (URL)** for the page that contains the **Media File**.
- ☞ Select **Web Movie** for the **File Type**.
- ☞ Paste the **Address (URL)** into the **File Path, URL, or Web Movie** box in the **Insert Media** window.
- ☞ Click the **OK** button to insert the link into the lesson.

LINK TO STREAMING WEB MOVIE

- ☞ Access the **YouTube**, **TeacherTube**, or other site where the movie is located.
- ☞ Locate and select the **Embed Code**.
- ☞ Right-click and then select **Copy**.



- 📄 In SoftChalk, click **Insert** on the **Menu Bar**.
- 📄 Select **Widgets** from the list.
- 📄 The **Insert Widget** window will display (see illustration on previous page).
- 📄 Input a **Name** for the **Widget**.
- 📄 Input a **Description** for the **Widget**.
- 📄 Click in the **Widget HTML** area.
- 📄 Click the **Paste HTML** button to insert the **Embed Code** that was copied from the **Video Web** page.
- 📄 Click **OK** to insert the **Widget** into the **Lesson**.
- 📄 The **Widget** placeholder will appear in the window (see illustration).

