Uploading an existing video to Mediasite using an iPad or iOS device

**Step 1:** Using the web browser on the device, navigate to
http://cupmediasite.passhe.edu/mediasite/upload

**Step 2:** Logon using your “myMediasite” credentials, then select the “Sign In” option.

Username – genmed

Password – *********

**Step 3:** Choose the “Create Presentation” option.
Step 4: Enter the desired name into the "Title" area. Example: DeJuliis – Blood Pressure

Step 5: Use the "Select Content" option and then choose "Photo Library".

Step 6: Locate and select the "Album" that contain the video you desire to upload.
Step 7: Once the “Album” has been selected, choose the “Video” you desire to upload.

Step 8: Select the “Use” option to begin the compressing and uploading process.
**Step 9:** Once the video uploading process has completed sucessfully, you will be retuned to the “Create Presentation” area. It will indicate that video is now being post processed by the Mediasite server as seen below.

![Image of Mediasite server interface](image)

**Step 10:** To watch, delete or make any changes to the recently uploaded video, you will need to logon to the Mediasite system using a desktop computer.
[https://cupmediasite.passhe.edu/Mediasite/mymediasite](https://cupmediasite.passhe.edu/Mediasite/mymediasite)