



UPLOADING STREAMING VIDEO

1. Upload Thumbnail + "Hero shot"
2. Upload video clip(s)
3. Video transcription

Streaming Video

For VITA Plus & VINTA plan subscribers, there is an option to upload FLV files to deliver video in a streaming display instead of the regular downloadable version. Don't have this plan level? Try our YouTube embed option (see separate manual)

The upload process is basically the same as any other media type in VITA, with a few nuances...

1 Add Thumbnail + "Hero shot"

Like regular video uploading, you need to assign an image to represent the object as a regular image. Note that the centre frame of the video will be selected as the thumbnail in the display panel for each video clip, but you can override that thumb for results sets when you upload your preferred image.

Assign an image:

First, upload a screenshot but use the Media type "Video" and category "Thumb & Regular"

Title	Interview with Bob Brown
Media type	<input type="radio"/> Image <input type="radio"/> Text <input checked="" type="radio"/> Video <input type="radio"/> Object <input type="radio"/> Audio <input type="radio"/> Publication <input type="radio"/> Genealogical Resource <input type="radio"/> Newspaper
Category	Thumb+Regular
Label	
Image resize	<input checked="" type="radio"/> Yes <input type="radio"/> No
Split PDF	<input type="radio"/> Yes <input checked="" type="radio"/> No
File	BobBrownScreenshot.jpg -- 59 KB 100%


Continue ... Clear Form

Then, once the record is established, open the File/tech data screen and click the "Upload another file to this record"

Technical data: Interview with Bob Brown (id: 278)

No Item Type has been assigned.
Sortable Date has not been assigned.
Earliest Year has not been assigned.
Latest Year has not been assigned.
This record will not display in the Public Sites.

File summary



Thumbnail
File Exists: <https://data.ourontario.ca/Partners/Training/Train000000278t.jpg> [Details/Edit]

Regular
File Exists: <https://data.ourontario.ca/Partners/Training/Train000000278.jpg> [Details/Edit]

To order the links click and drag the thumbnail or sort icon up or down the list.

- Associate another file with this record
- Associate a single Zoomify zip file with this record
- Associate multiple pages with this record
- When finished editing pages/text:
 - Update Index

2 Upload video clip(s)

Add the video or first chapter of videos for this record:

Main Menu >> Update Record >> Add file to record

Add file to record

Title	Interview with Bob Brown
Category	[Select one of the options below]
Label	[Select one of the options below]
Image resize	Thumb+Regular+Full Thumb+Regular Thumbnail (Only one allowed) Regular (Only one allowed)
Split PDF	Full Image (Only one allowed) Reverse (Only one allowed) Stereoview (Only one allowed)
File	Detail (Multiple allowed) Not for Public Display (Multiple allowed) Audio (Multiple allowed) Video (Multiple allowed) Page (Multiple allowed) Text file (Multiple allowed)

Browse

Use the Label field to identify the video clip. This is particularly important if you are uploading multiple chapters to one record.

Add file to record	
Title	Interview with Bob Brown
Category	Video (Multiple allowed)
Label	Bob Brown Interview
Image resize	<input checked="" type="radio"/> Yes <input type="radio"/> No
Split PDF	<input type="radio"/> Yes <input checked="" type="radio"/> No
File	HCMPL08054119V.flv -- 5 MB
100%	
Continue ... Clear Form	

The next two steps require some patience: As the screen notes tell you, the file is uploaded through VITA but has to be delivered to a third-party application where it is processed. This is Step 2. The file is then handed back for delivery through VITA again in Step 3.

After clicking “Continue” on the Add file to record screen (above), you land on Upload Video: Step 2.

Note: Because the file size determines how long this process takes, we have offered the option to **open the metadata record** for this file in a separate tab so you can keep working. Click the in-line, linked text to open that tab **BEFORE** clicking the button below. Updating your metadata will not affect the video file upload process. They can happen in parallel although you may experience some slight lags because there are multiple processes running simultaneously.

Once you have the metadata tab open, then click the “Transfer video...” button.

Upload Video: Step 2

Your file has arrived on the VITA servers. We now need to send a copy to our streaming video host. This has been known to take two minutes or more per megabyte so expect some time to pass.

In the meantime you might want to [edit your metadata in another tab](#), which we would suggest opening before you click the button below. [If the link doesn't open in a new tab, hover over the link, right-click and select "Open link in a new tab"]

[Transfer video to Streaming server ... some time will pass](#)

Once Step 2 is complete, you are delivered to another screen.

In Step 3, the video is processed and handed back to the servers. Click the “Take a deep breath...” button and keep working on your metadata in your other tab.

Upload Video: Step 3

Your file should have arrived on the upload computers at our streaming video hosting service. Some file processing now has to take place (the bigger the file, the more the processing). Then it has to make its way to the computers that will actually serve it. So ...

Take a deep breath, count slowly to 10 and then click this button.

Once this process is complete, you'll be taken back to the File/Tech data screen where your FLV file is now listed as part of the record.

Main Menu >> Search >>
Create new record: [with uploaded file](#); [without upload](#) (Duplicate) [Create new template](#) [View entry in public site](#)
Jump to: [File summary](#) [Digitization details](#)

Display	File/Tech	Description	Geography	Admin	Groups	Links	Delete
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Technical data: Interview with Bob Brown (id: 278)

No Item Type has been assigned.
Sortable Date has not been assigned.
Earliest Year has not been assigned.
Latest Year has not been assigned.
This record will not display in the Public Sites.


	File summary
	<p>Thumbnail File Exists: https://data.ourontario.ca/Partners/Training/Train000000278t.jpg [Details/Edit]</p> <p>Regular File Exists: https://data.ourontario.ca/Partners/Training/Train000000278.jpg [Details/Edit]</p> <p>Bob Brown Interview [Video] File Type: FLV File Exists: https://data.ourontario.ca/Partners/Training/Train0000002781V.FLV [Details/Edit]</p>

To order the links click and drag the thumbnail or sort icon up or down the list.

Associate another file with this record
Associate a single Zoomify zip file with this record
Associate multiple pages with this record
When finished editing pages/text: Update Index

Repeat the above process for any subsequent chapters...

File summary



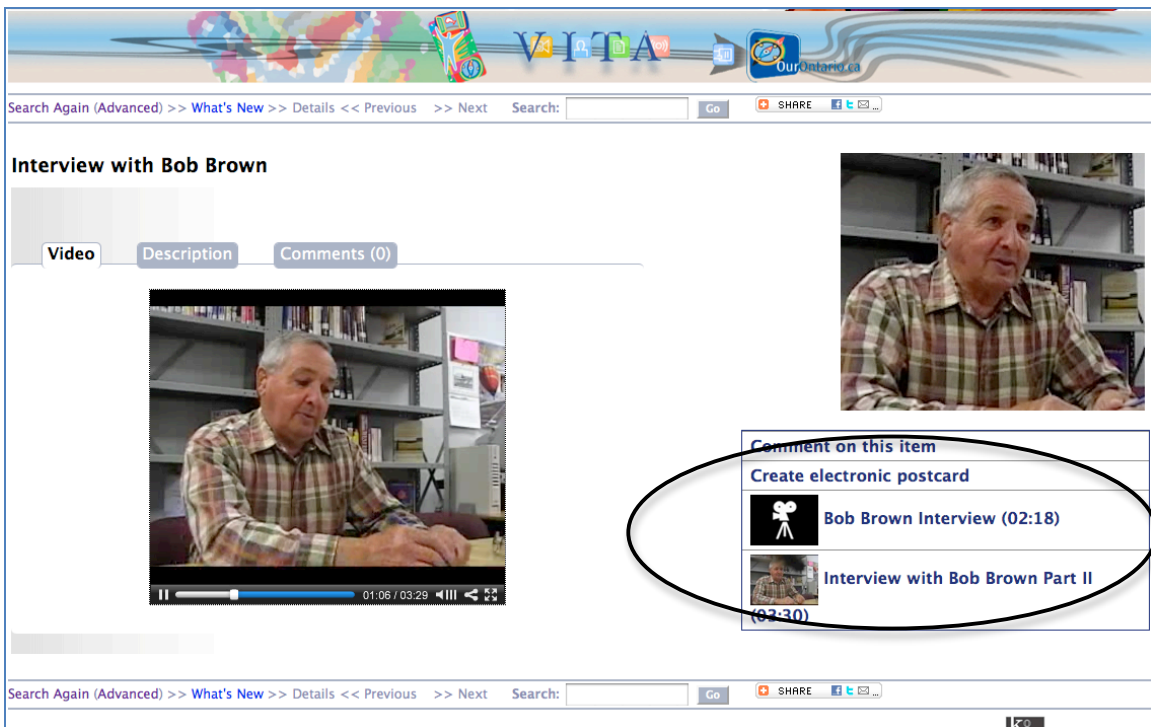
- Thumbnail
File Exists: <https://data.ourontario.ca/Partners/Training/Train000000278t.jpg> [Details/Edit]
- Regular
File Exists: <https://data.ourontario.ca/Partners/Training/Train000000278.jpg> [Details/Edit]
- Bob Brown Interview [Video]**
File Type: FLV
File Exists: <https://data.ourontario.ca/Partners/Training/Train0000002781V.FLV> [Details/Edit]
- Interview with Bob Brown Part II [Video]**
File Type: FLV
File Exists: <https://data.ourontario.ca/Partners/Training/Train0000002782V.FLV> [Details/Edit]

Associate another file with this record

Associate a single Zoomify zip file with this record

To order the links click and drag the thumbnail or sort icon up or down the list.

On the Display tab, notice that the video chapters are listed and linked in the right sidebar. Click on the “video” tab to preview the clip or subsequent clips—you will see the preview automatically in the public interface.





Search Again (Advanced) >> What's New >> Details << Previous >> Next Search: Go SHARE f t e ...

Interview with Bob Brown

Video Description Comments (0)

01:06 / 03:29

Comment on this item
Create electronic postcard

-  **Bob Brown Interview (02:18)**
-  **Interview with Bob Brown Part II (02:30)**

Search Again (Advanced) >> What's New >> Details << Previous >> Next Search: Go SHARE f t e ...

3 Video transcriptions

To make your record and site meet accessibility requirements, a full transcript of the video content must be provided.

Full text searchable transcriptions can be added for public view or as non-public text. It is advisable to add at least Clip notes (i.e. keywords, timing, chapter summaries, etc) to the public record to guide the end user about the video content.

To add your transcription – or chapter notes – to the public side, use the transcription field on the Descriptive data screen.


The screenshot shows a form with four sections: 'Notes', 'Transcriptions', 'Language(s) in item', and 'Mystery Question'. Each section has a 'Help' button. The 'Transcriptions' section contains a text area with the instruction: '[must include some transcription to make the record accessible: use full transcription, chapter hints, etc]'. The 'Language(s) in item' section has a language selection area with 'English' checked and 'French' unchecked, and an 'Add language' input field.

The transcription will appear in the bottom of the Description screen of the public video record:

The screenshot shows the public description screen for a video record. It has tabs for 'Video', 'Description', and 'Comments (0)'. The 'Description' tab is active. The content includes: 'Creators: Nancy Skuce, Interviewer Bob Brown'; 'Media Type: Video'; 'Subject(s): Loggers, Veterans, Oral histories'; 'Language of Item: English'; 'Copyright Statement: Copyright status unknown. Responsibility for determining the copyright status and any use rests exclusively with the user.'; 'Creative Commons licence: CC BY [more detail]'; 'Contact: Training data set, Email: jposgate@gmail.com, WWW address: http://ourontario.ca/'; and 'Transcription: [must include some transcription to make the record accessible: use full transcription, chapter hints, etc]'. The 'Transcription' field is circled in black.

For non-public display but to meet Accessibility requirements, add a full transcription plus a scene by scene description of the video content in the Full Text input field of the File Details screen:

File summary



- Thumbnail**
File Exists: <https://data.ourontario.ca/Partners/Training/Train000000278t.jpg> [Details/Edit]
- Regular**
File Exists: <https://data.ourontario.ca/Partners/Training/Train000000278.jpg> [Details/Edit]
- Bob Brown Interview [Video]**
File Type: FLV
File Exists: <https://data.ourontario.ca/Partners/Training/Train0000002781V.FLV> [Details/Edit]
- Interview with Bob Brown Part II [Video]**
File Type: FLV
File Exists: <https://data.ourontario.ca/Partners/Training/Train0000002782V.FLV> [Details/Edit]

Associate another file with this record

Associate a single Zoomify zip file with this record

To order the links click and drag the thumbnail or sort icon up or down the list.

Interview with Bob Brown , Bob Brown Interview

[Update/Edit values](#)

Label:

You only have 50 characters to work with for the Label.


Category:
Video

Files:
Original File name: HCMPLO8054119V.flv
Regular file (FLV): [Train0000002781V.FLV](#)
File Size: 5661621 bytes, 240 x 320 File Type: FLV
Run Time: 02:18 (138 secs.)

Put in public display?:
 Yes No

Index the text in this file?:
 Yes No
Turn this off if you have uploaded multiple versions of the same content (say a Word .DOC as well as a PDF file), so that we only index it once. **Note:** one of those files will need to be indexed.

Full text:
To meet WCAG/AODA accessibility requirements you need to supply a transcription plus, for video, a scene-by-scene description of multimedia files.
[add a full transcription here as noted in the screen note above]



Alternate Sizes [400x600](#) [540x900](#) [800x900](#) [1200x1200](#)



EMBEDDING YOUTUBE VIDEOS

1. Upload Thumbnail + "Hero shot"
2. Embed video clip(s)
3. Video transcription

VITA 5.0.2
Updated May 2015

1 Add Thumbnail + “Hero shot”

Like regular video uploading, you need to assign an image to represent the object as a regular image. Note that the centre frame of the video will be selected as the thumbnail in the display panel for each video clip, but you can override that thumb for results sets when you upload your preferred image.

Assign an image:

First, upload a screenshot but use the Media type “Video” and category “Thumb & Regular”


Add Record

Title	Rebus on YouTube
Templates	(Select one of the options below)
Media type	<input type="radio"/> Image <input type="radio"/> Text <input checked="" type="radio"/> Video <input type="radio"/> Audio <input type="radio"/> Genealogical Resource <input type="radio"/> Newspaper
Category	Thumb+Regular
Label	
Image resize	<input checked="" type="radio"/> Yes <input type="radio"/> No
Split PDF	<input type="radio"/> Yes <input checked="" type="radio"/> No

Clear Form

Select File

+ Add file... Start upload Cancel upload

 Rebus_Still.png 64.96 KB Start Cancel

Then, once the record is established, open the File/tech data screen and click the “Embed video”

Technical data: Rebus on YouTube (id: 942)

Index was updated at 13 May 2015 15:29:25


No Item Type has been assigned.

Sortable Date has not been assigned.

Earliest Year has not been assigned.

Latest Year has not been assigned.

This Video record will not display in the Public Sites.

File summary	
	<p>Thumbnail File Exists: https://data.vitakit.ca/Partners/Training/Train00000942t.jpg [Details/Edit]</p> <p>Regular File Exists: https://data.vitakit.ca/Partners/Training/Train00000942.jpg [Details/Edit]</p>
To order the links click and drag the thumbnail or sort icon up or down the list.	
Associate another file with this record	
Associate a single Zoomify zip file with this record	
Embed video (YouTube/Vimeo)	
Associate multiple pages with this record	
When finished editing pages/text:	
Update Index	

In YouTube, either right click on the video or open the “share>embed” option below the video screen. Copy the embed code.

Running time

Copy video URL
Copy video URL at current time
Copy embed code
Report playback issue

Copy debug info
Stats for nerds


Settings...
Global Settings...
About Adobe Flash Player 17.0.0.169...

rebus or
John Gow
Subscribe 31
14,996
Add to Share More
Share **Embed** Email
SHOW MORE

In VITA, enter a label for the video clip and paste the embed code. Don't forget to add the run time. Click Submit.

Embedding An External Video	
Label	Rebus YouTube
Embed code	<pre><iframe width="420" height="315" src="https://www.youtube.com/embed/9QdQ3F8gjI4" frameborder="0" allowfullscreen></iframe></pre> <p>One option to get the YouTube embed code is to Right Click on a video window and select "Get embed code". Alternatively, select the "Share" icon below the video and chose the "Embed" option that appears underneath. Copy the <iframe> block and paste it in the space above here. Vita will adjust the width, height and other options when it displays the video.</p>
Running time	<p>Running time is optional but if not entered yields runtime of 0:00</p> <p>00 Hours 9 Minutes 05 Seconds</p>
<input type="button" value="Submit"/>	

Review your files in the file/tech screen.

File summary	
	<p>Thumbnail File Exists: https://data.vitatoolkit.ca/Partners/Training/Train000000942t.jpg [Details/Edit]</p> <p>Regular File Exists: https://data.vitatoolkit.ca/Partners/Training/Train000000942.jpg [Details/Edit]</p> <p>Rebus YouTube [Video] [Details/Edit]</p>
Associate another file with this record	To order the links click and drag the thumbnail or sort icon up or down the list.
Associate a single Zoomify zip file with this record	
Associate a streaming media FLV with this record (dev)	
Embed video (YouTube/Vimeo)	
Associate multiple pages with this record	
When finished editing pages/text:	
Update Index	


Continue adding chapters as required.


And preview in the public site

Rebus on YouTube

Video Description Comments (0)


rebus





[Comment on this item](#)

[Create electronic postcard](#)



Rebus YouTube