HOW TO ADD AN AUDIO OR VIDEO FILE IN MOODLE COURSE

• Enter your course and click the gear icon and select "**Turn Editing on**"

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Click Add activity or resource

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	O м	Glossary	Select an activity or resource to
	0 🏗	Lesson	view its help. Double-click on an
lefile test 🖉	0 😥	Questionnaire	activity or resource name to quickly add it.
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• Scroll down and click **File** or **Page** under Resources and then hit **Add** button

- If you have selected **File**, give the name for the file and **select** files using drag and drop.
 - Adding a new File to session name test[®]

- General			
Name	0	Display video file	
Description		Image: A → B I minimized by the state of the state	
Select files			Maxir
		Files You can drag and drop files here to add them.	

• A file picker window appears for you to select the respective file and click **Upload this file** button

File picker		×
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n Recent files		
🚵 Upload a file	Attachment	
m Private files	Browse No file selected.	
n Legacy course files: test456	Save as	
	Author	
	Admin User	
	Choose license All rights reserved	

- If you have selected **Page**, give the name for the page and click "**Insert or edit an audio/video file**" icon against Page content
- A pop up for inserting the media file opens up for you to select the respective audio/video file and click **Insert media** button

- Content		
Page content		•
	Insert media	×
	Link Video Audio	
		Browse repositories
	Add alternative source③	
	 Display options 	
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Common module settings	Subtitles and captions ⑦	
• Tags	Insert media	
Competencies		
	Save and return to course Save and display Cano	el
There are required fields in this form marked $igodot$.		

- Then hit **Save and return to course** button. ٠
- You will be landed to your course page now.Click by the name of the File/Page in your course page which displays the audio or video file.

Help Links:

https://docs.moodle.org/37/en/Video