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Multi Media Library: Adding Video or other URL Links

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Adding Video or other URL Links

The recipe editor application does not upload video files. You will need to manually enter a valid URL (web site address) that points to the video. Use the "preview" function from the actual recipe to preview the video in the web browser.

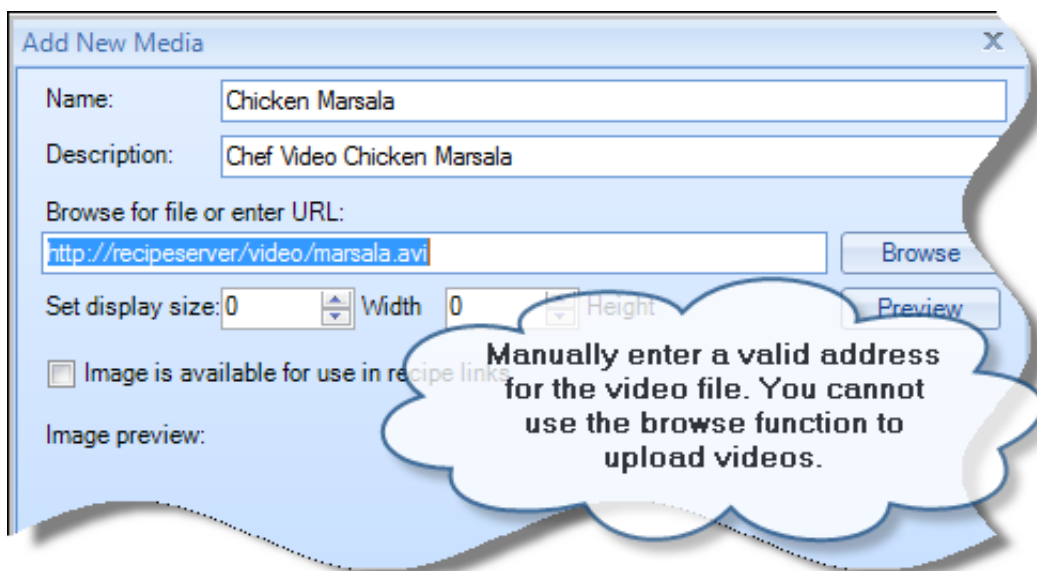
1. Navigate to the Control Panel. From the **Go Menu**, choose **Control Panel**.
2. Click the **Manage Recipe Media** link.
3. Click the **Add Media** button at the top left of the menu bar.
4. From the **Media Type** drop down menu, select **Website Address (URL)**.
5. Name and describe the new media file.

Name and Description

The name of the image is just used for the purposes of quickly referencing the picture. The name is limited to 50 characters. The description is the actual wording that shows up to the portal users. In the case of several images per recipe, you will want to differentiate what users should expect to see when they click the image button. To do this, give the image a distinct description, such as "Pan Roasted Chicken before Plating" or "Pan Roasted Chicken after Plating". There is also a 50 character limit on the description.

6. **Enter a valid URL** to the video.

Note: You can test a URL by simply entering it into the browser that you are using. If the video does not display, the URL could be incorrect or the computer you are using may not have visibility to the web site that the video is on.



The screenshot shows a 'Add New Media' dialog box with the following fields and controls:

- Name:** Chicken Marsala
- Description:** Chef Video Chicken Marsala
- Browse for file or enter URL:** A text field containing 'http://recipesserver/video/marsala.avi' and a 'Browse' button.
- Set display size:** A section with 'Width' and 'Height' spinners, both set to 0, and a 'Preview' button.
- ☐ Image is available for use in recipe links
- Image preview:** An empty area.

A blue callout bubble with a white border is overlaid on the dialog, containing the text: "Manually enter a valid address for the video file. You cannot use the browse function to upload videos."

URL

In addition to video and image files, you can also link to any valid URL (web site address) from the Recipe Portal. You would simply enter the URL in the media library, describe it and add it to the recipe in the editor.

