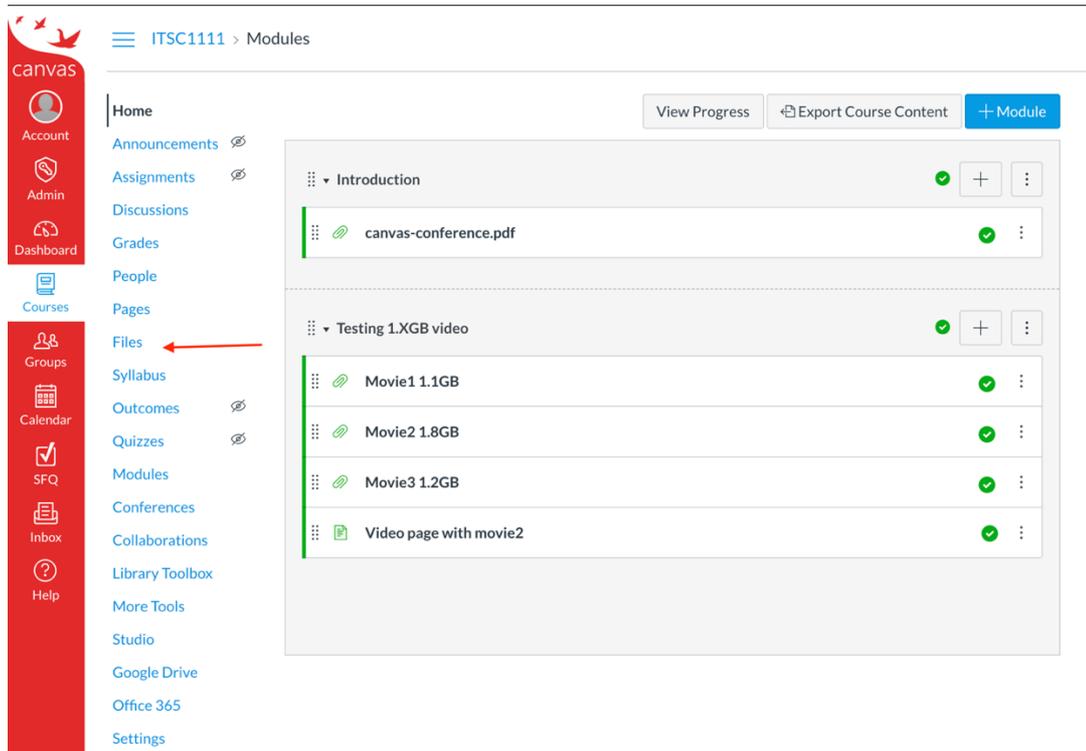


## Canvas video upload (for video file more than 500MB)

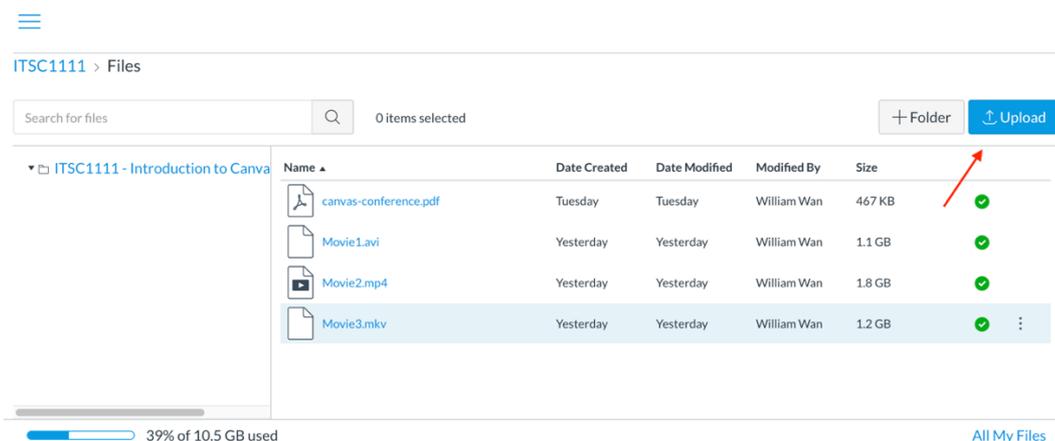
To upload video file with more than 500MB, you need to use the “Files” tool to do the upload

1. Click on the Files tool



The screenshot shows the Canvas LMS interface. On the left, a red navigation sidebar contains various tools. The 'Files' tool is highlighted with a red arrow. The main content area shows a course page for 'ITSC1111 > Modules'. Under the 'Testing 1.XGB video' module, several files are listed: 'canvas-conference.pdf', 'Movie1 1.1GB', 'Movie2 1.8GB', 'Movie3 1.2GB', and 'Video page with movie2'. Each file has a green checkmark and a plus sign icon, indicating it is ready for upload or has been successfully uploaded.

2. Click Upload and select the file to be uploaded

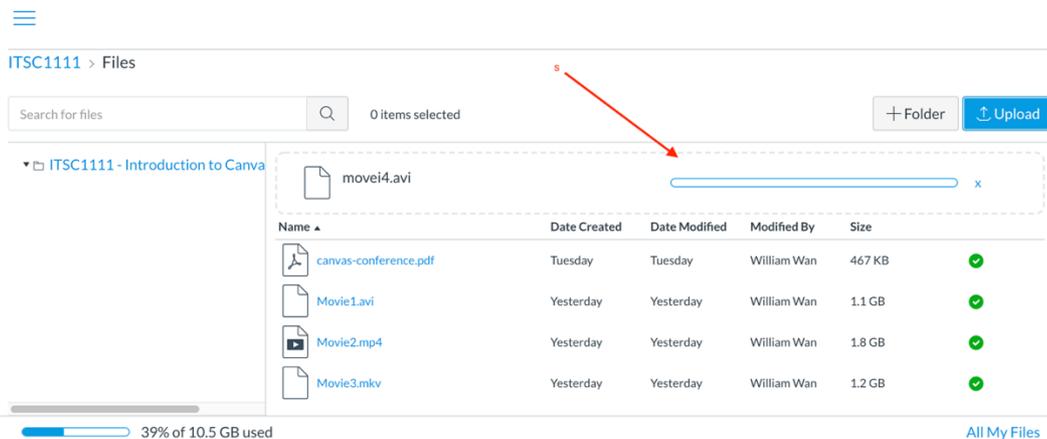


The screenshot shows the 'Files' tool interface. At the top, there is a search bar and a '0 items selected' indicator. A '+ Folder' button and an 'Upload' button are visible. Below, a table lists files in a folder named 'ITSC1111 - Introduction to Canva'. The table has columns for Name, Date Created, Date Modified, Modified By, and Size. A red arrow points to the 'Upload' button.

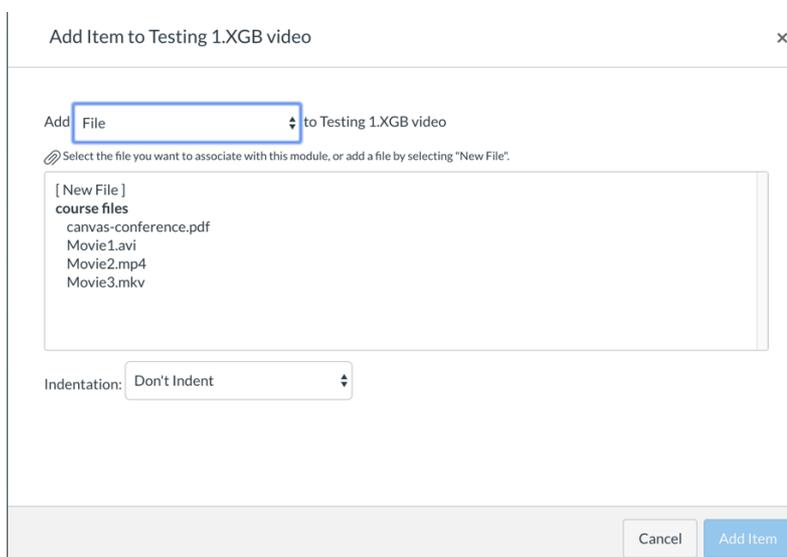
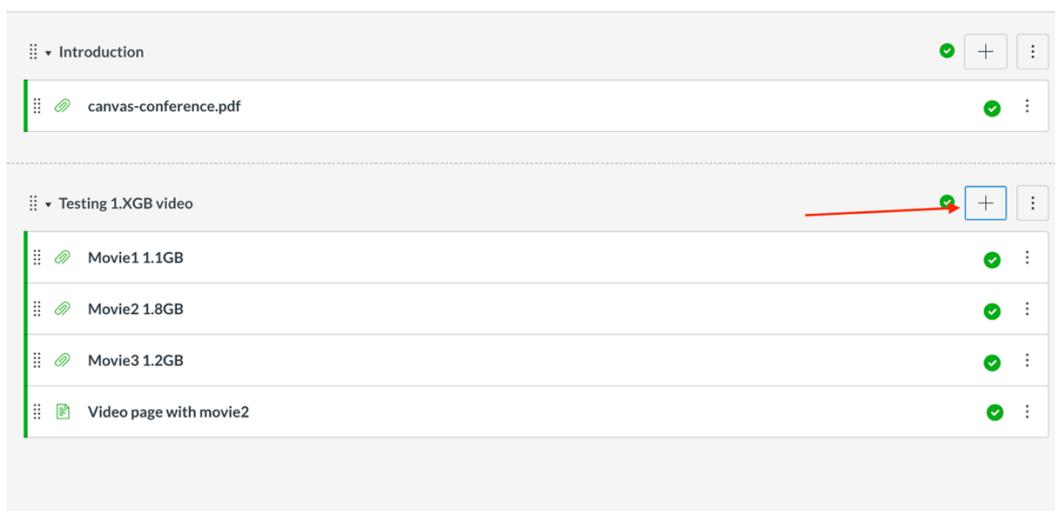
Name	Date Created	Date Modified	Modified By	Size
canvas-conference.pdf	Tuesday	Tuesday	William Wan	467 KB
Movie1.avi	Yesterday	Yesterday	William Wan	1.1 GB
Movie2.mp4	Yesterday	Yesterday	William Wan	1.8 GB
Movie3.mkv	Yesterday	Yesterday	William Wan	1.2 GB

39% of 10.5 GB used All My Files

- Wait for a while to complete the upload (the progress bar may not show properly but it is actually uploading)



- After upload, the video will be converted for online streaming (it take some time), you may add it to Module for student to view / download



5. After adding the video file to module, you can publish the content for all students to view

The screenshot shows a course management interface with the following elements:

- Buttons at the top: "View Progress", "Export Course Content", and "+ Module".
- Two expandable sections:
  - Introduction**: Contains one item, "canvas-conference.pdf", with a green checkmark and a menu icon.
  - Testing 1.XGB video**: Contains four items:
    - Movie1 1.1GB
    - Movie2 1.8GB
    - Movie3 1.2GB
    - Video page with movie2Each item has a green checkmark and a menu icon.

A red arrow points to the green checkmark next to "Video page with movie2". Below the arrow, the text "Click here to publish" is displayed.

By using "Files" tool to upload video files, course site storage quota will be used (default 5000MB). If you need more course site storage quota, please contact us at [canvas@ust.hk](mailto:canvas@ust.hk)