SHENFIELD HIGH SCHOOL

IT Support Guides

You will need to login to your YouTube account to upload a video. Please sign using a Gmail or existing account.

Create a new Google Account

Click here to create a new Google Account:

- 1. Go to the Google Account sign in page.
- 2. Click Create account.
- 3. Enter your name.
- 4. In the "Username" field, enter a username.
- 5. Enter and confirm your password.
- 6. Click Next.
- 7. Optional: Add and verify a phone number for your account.
- 8. Click Next.

Use an existing email address

- 1. Go to the Google Account Sign-In page.
- 2. Click Create account.
- 3. Enter your name.
- 4. Click Use my current email address instead.
- 5. Enter your current email address.
- 6. Click Next.
- 7. Verify your email address with the code sent to your existing email.
- 8. Click Verify.

Step 2: Protect your account with recovery info

If you forget your password or someone is using your account without your permission, updated recovery info makes it much more likely you'll get your account back.

Add a recovery phone number

Add a recovery email address



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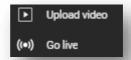
<u>Upload a Video to YouTube</u>

Open https://www.youtube.com/ and sign with your google account.

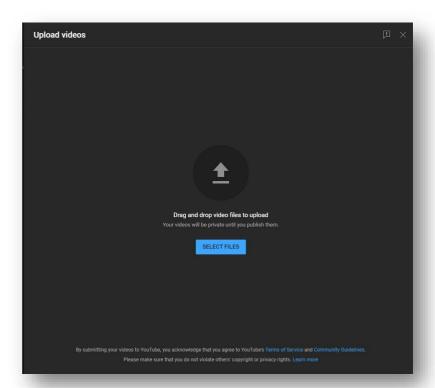
Click on the + Icon in the top right corner



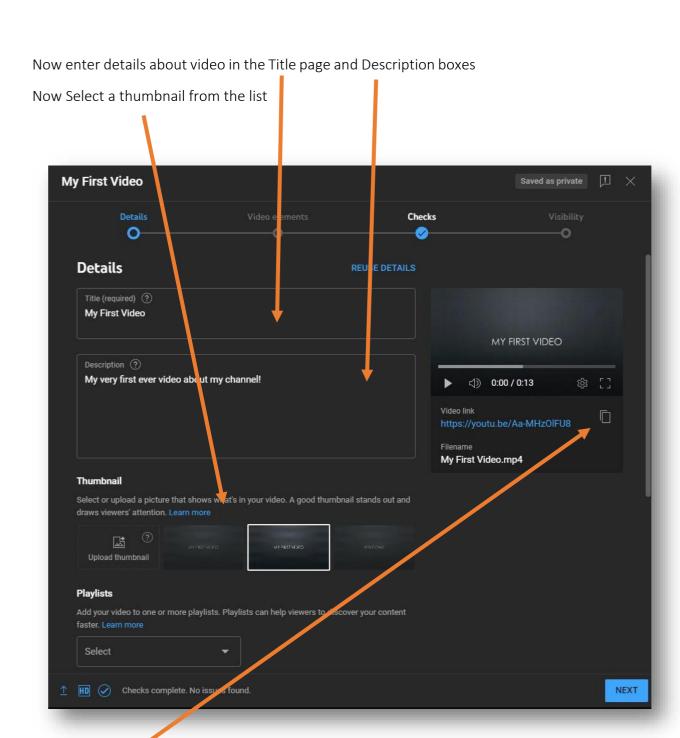
From sub menu click on upload video



Click Select Files button or drag the video over to this part screen to upload a video







Click copy link button and email and paste the copied link into an email. Please send the email to: jpasubmissions@shenfield.essex.sch.uk

Windows PC: (Paste = press Ctrl key & V key on the keyboard Mac: Paste = press Command key & V key on the keyboard Mobile\Tablet: hold finger down and select paste.

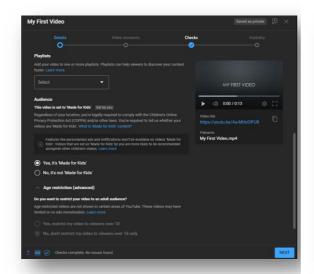


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Click Next

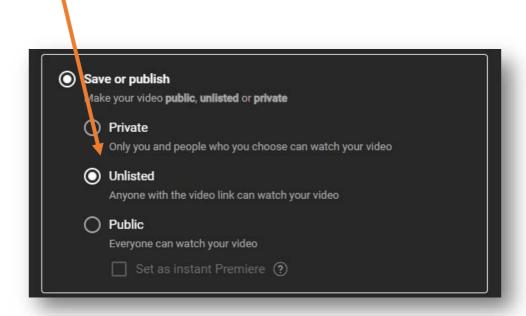
Click Yes It's Made for Kids

Now Click Next button on this and next video checks screens:





Select Unlisted from the Save and Publish box



Now click Save