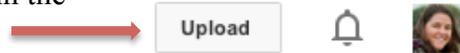


How to upload your video to YouTube (For Mac Users)

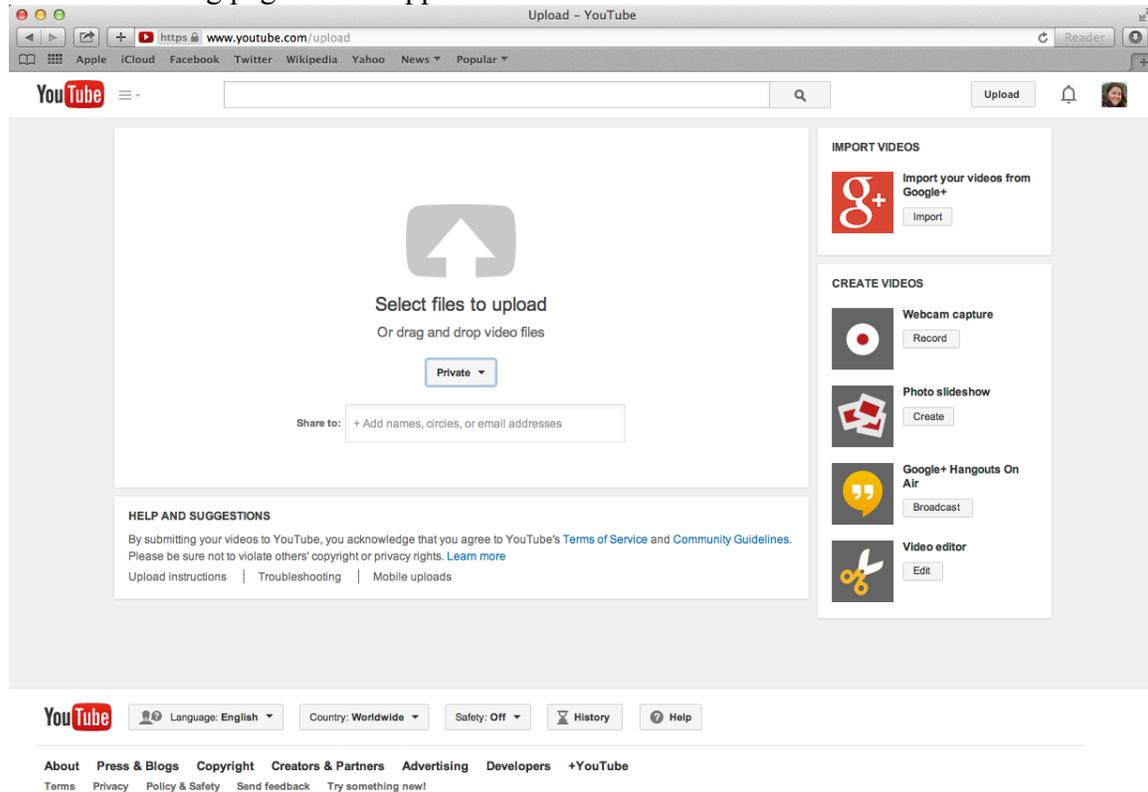
1. Sign into your YouTube account. When you go to www.youtube.com you should find the button to sign in in the upper right hand corner of the screen. Click “sign in” and enter your Google username and password. (If you have a Gmail account, it will be the same credentials.)



2. Once you’ve signed in, click the “upload” button in the upper right hand corner of the screen.



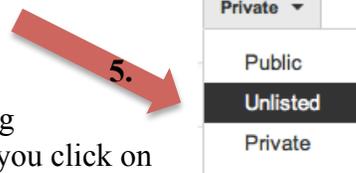
3. The following page should appear.



4. Click the triangle next to the word “Private” and you should see a dropdown menu:



5. Roll your mouse over the dropdown menu until “Unlisted” is highlighted, then click “Unlisted.”



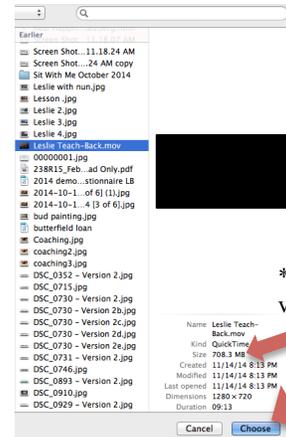
6. Next, click the box with the big arrow pointing upwards. (When you click on it, it will turn from gray to red.)



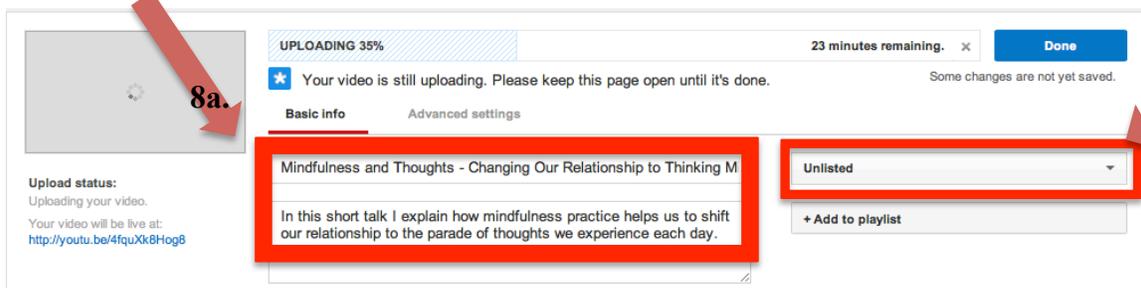
7. A window will appear listing the files on your computer. Locate where you saved the video and click “choose.”

*Take note of how large of a file your video is. If it is very large (multiple GB) it will take a LONG time to upload. You may consider going back and re-saving your video in a lower quality format.

8. Your video should start uploading! Depending on how fast your computer is and how large a file your video is, this process may take a while (between minutes and hours). You can see the progress and an estimated time of completion.



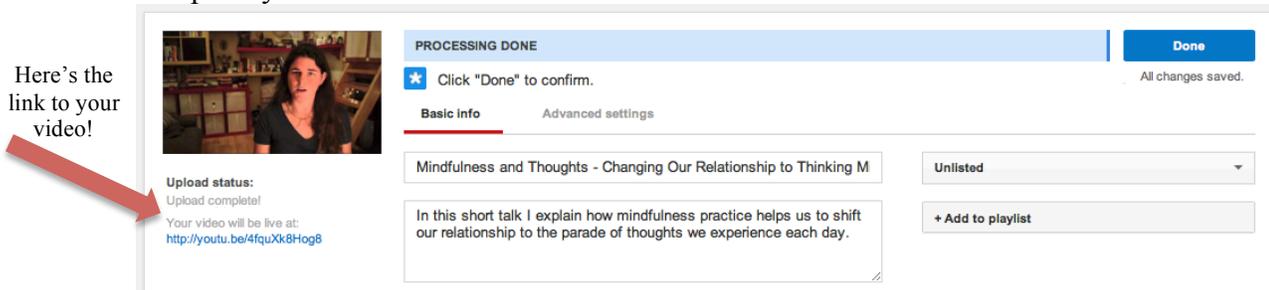
*Here's the video size.



- a.) While you're waiting for the video to upload you can enter a title and brief description.
- b.) You can also double check that it is uploading as “unlisted.” If for some reason it says “public” instead of “unlisted,” click on the triangle next to “public” for the dropdown menu to appear. Then click on “unlisted.”

You'll need to keep this window open on your computer, but there is no problem if you want to open a different window to do other activities on your computer. I find that this can also be a nice time to meditate. 😊

9. Your screen will look something like this once the video has been uploaded completely:



Once it's all uploaded, you can click “done” to confirm the upload and save it on your channel.

You should also receive an email confirmation like the one below in the account you signed into YouTube with. The little icon to the left of your title indicates that the video is *unlocked*, and viewable to anyone who has the link. (*If you had listed your video as “private” this icon would look like a locked lock.) 



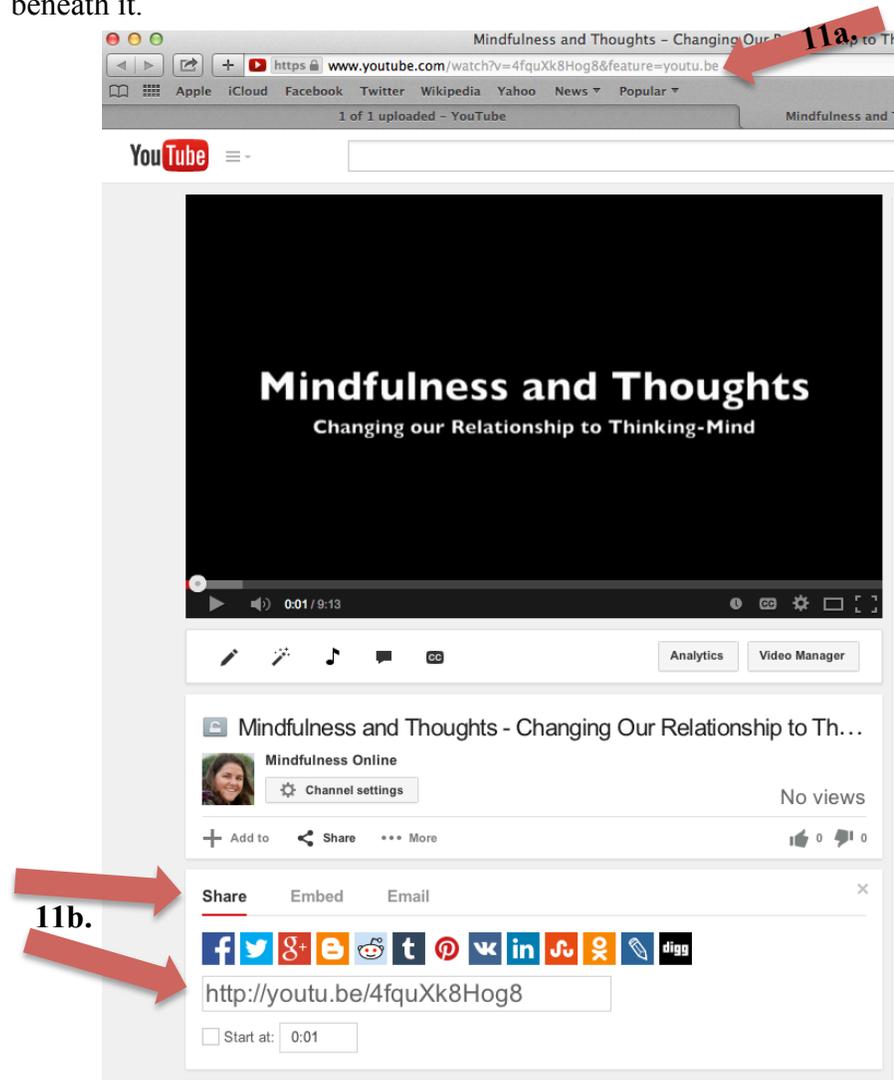
This lock icon shows that the video is unlocked!

10. You can view your video by clicking on the title in your email or by clicking the link listed on your upload page where it says, “Your video will be live at: <http://?????>” (see previous step above)

11. To share your video you’ll just need to copy and paste the link associated with it. There are a couple of ways you can do this:

- a.) You can copy the address that shows up in the address bar above your video.

b.) You can click “share” under your video and then copy the link that shows up beneath it.



Once you’ve copied the link, you can paste it into the text of a Word Document or into the body of an email. Click the link that you’ve pasted after you’ve included it your document or email. Clicking the link should take you to your video.

Nice work! You did it!

If somewhere along the line things got confusing or didn’t quite work out, please don’t hesitate to email me for some help: leslie@mindfulnessinstitute.com