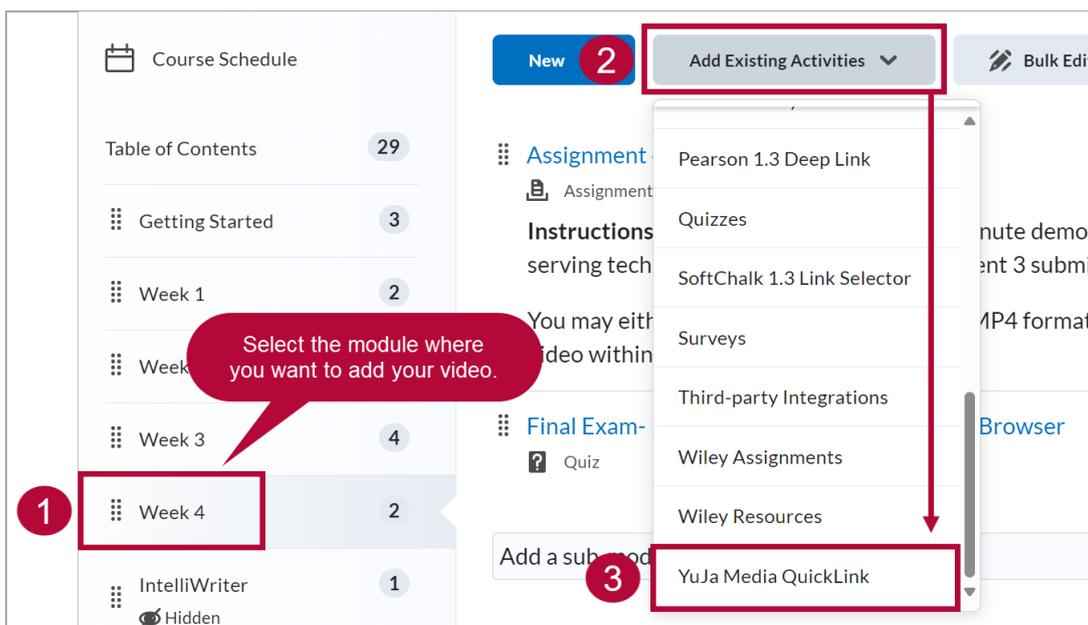# Search in YuJa Using Filter by Location

The **Filter by Location** option will allow you to narrow down your search results when searching for a particular video to add from your **YuJa Media Library** to the **Content** area.

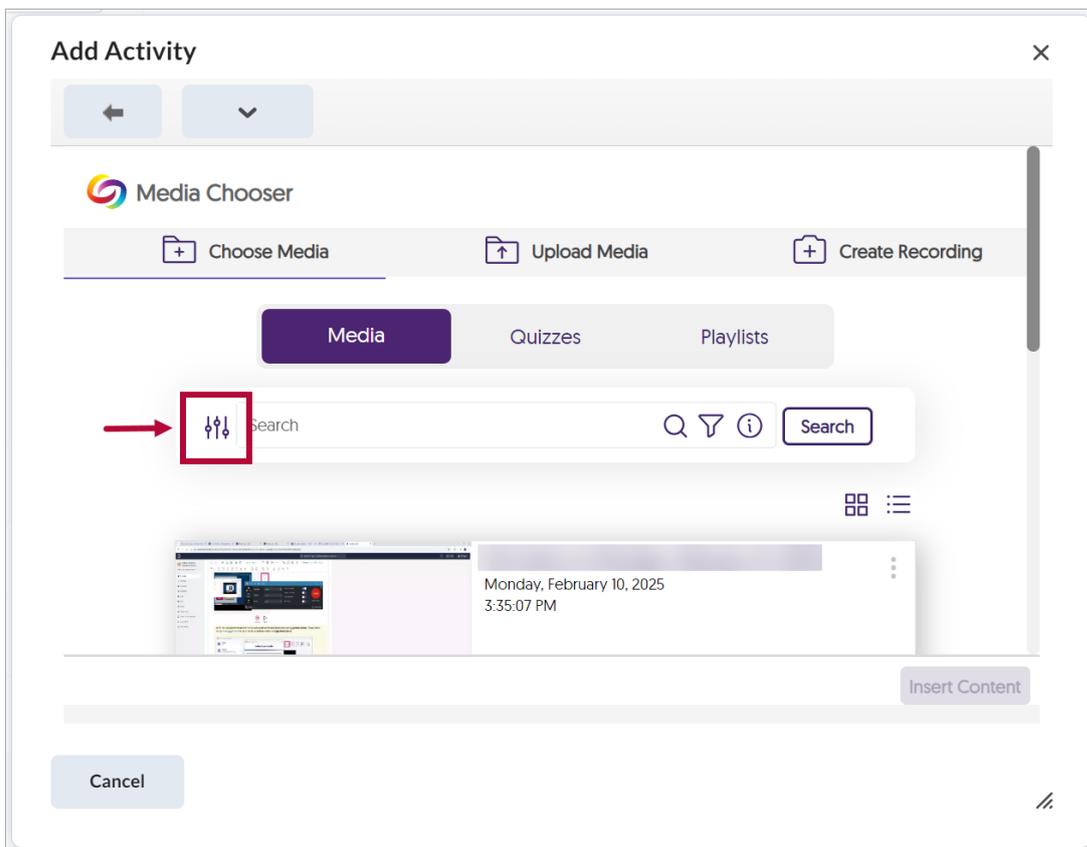## Filter by Location in YuJa Media Quicklink

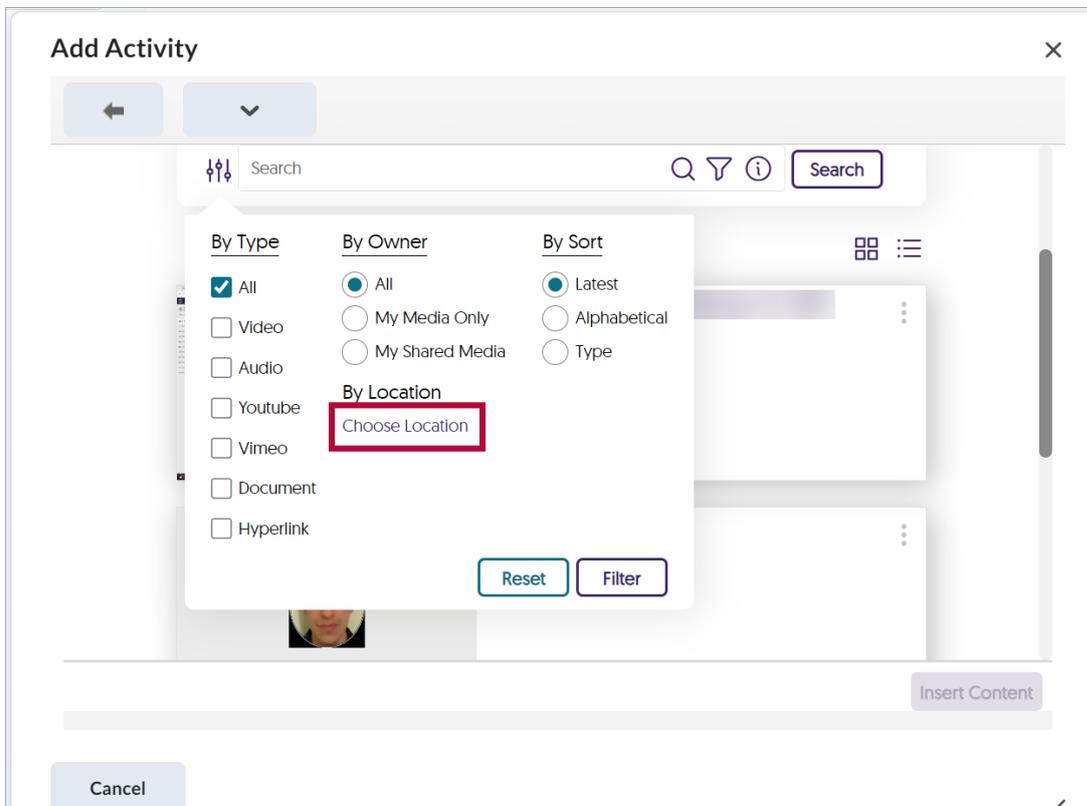1. Select **[Content]** on the course **Navbar**.

2. Select the module where you want to add your **YuJa** video. Then select **[Add Existing Activities]** followed by **[YuJa Media Quicklink]**.
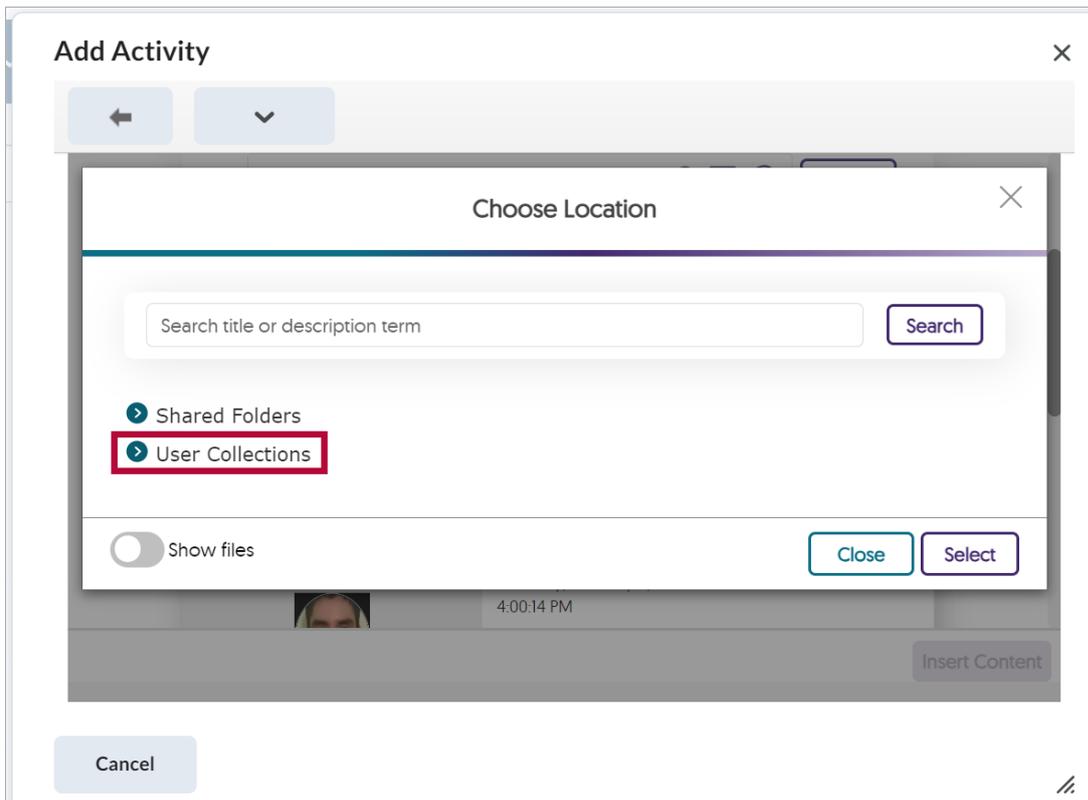

3. From the **Media Chooser** window, select the **[Filter]** icon.

4. Under **Filter by Location**, select **[Choose Location]**.
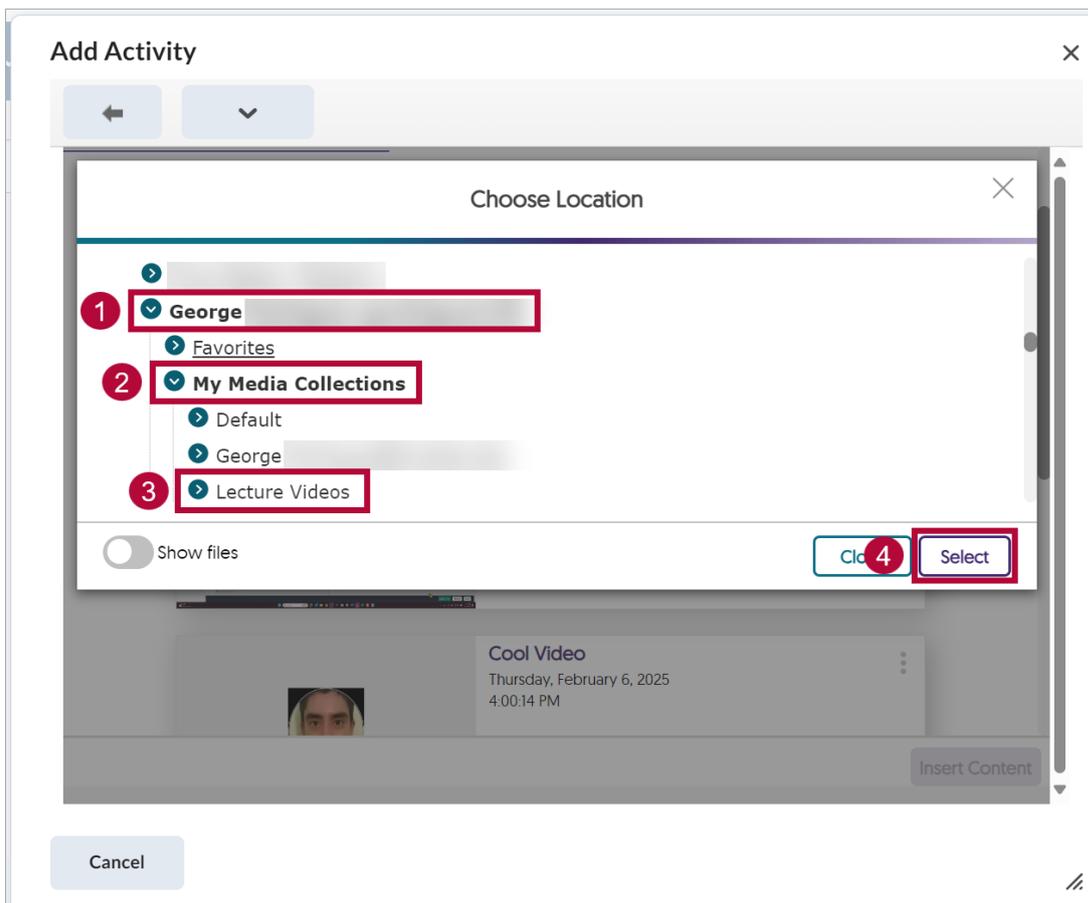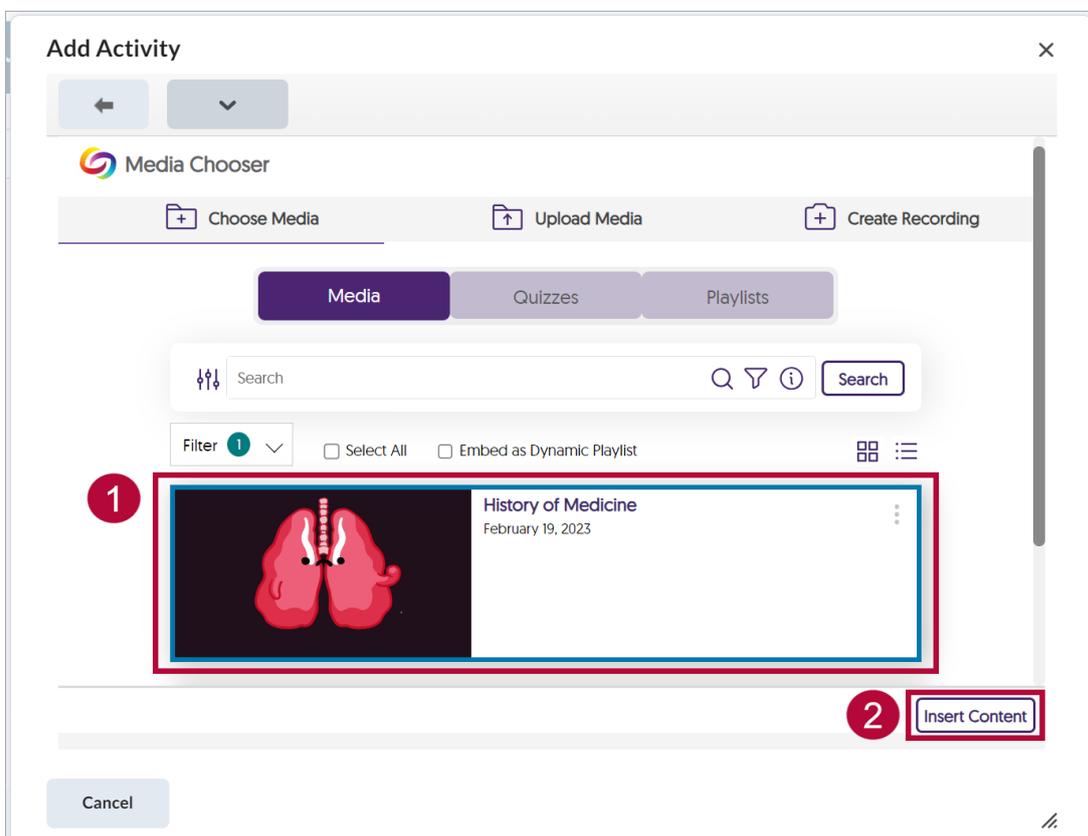

5. Select **[User Collections]**.

6. Select the folder containing your **Name**, followed by **[My Media Collections]**, and the destination folder which contains the video you want to add. Then click **[Select]**.
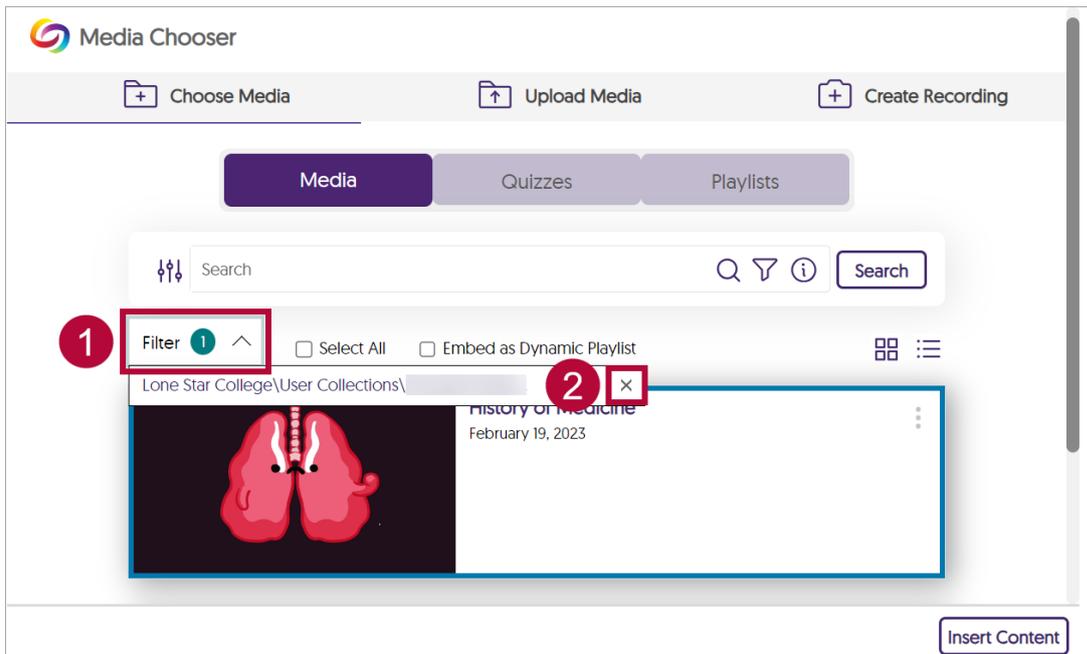
NOTE: Click **[Show Files]** to see the names of the videos contained in each folder.

7. You will now see the videos located in the folder you selected. Select the video you want to add, then click **[Insert Content]**.

8. To remove your filters, select **[Filter]** then click the **[X]** next to the path of your folder.

Troubleshooting and Support

If you need additional assistance, contact the **IT Service Desk** at **281.318.HELP** (4357).