Search in YuJa Using Filter by Location

Last Modified on 03/17/2025 1:38 pm CDT

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.

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].

| | Course Schee | dule | New 2 | Add Existing Activities 💙 | 🌮 Bulk Edit |
|---|-------------------|------------------------|-----------------------------|-----------------------------|--------------|
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| | Getting Started | d 3 | Assignment Instructions | Quizzes | nute demor |
| | Week 1 | 2 | serving tech | SoftChalk 1.3 Link Selector | ent 3 submis |
| | Se Week vou | elect the module where | You may eith ideo within | Surveys | 4P4 format, |
| | | | Final Exam- Quiz | Third-party Integrations | Browser |
| | Week 3 | 4 | | Wiley Assignments | Drowser . |
| 1 | Week 4 | 2 | | Wiley Resources | , |
| | IntelliWriter | 1 | Add a sub 3 | YuJa Media QuickLink | ŀ |

3. From the Media Chooser window, select the **Filter Icon**.

| Add Activity | | × |
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| 🌀 Media Chooser | | |
| + Choose Media | Dpload Media | + Create Recording |
| Media | Quizzes Play | lists |
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| | | # :≡ |
| | Monday, February 10, 2025 3:35:07 PM | : |
| | | Insert Content |
| Cancel | | ħ. |

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

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| | By Type By Owner By Sort All Intervention Video My Media Only Video My Shared Media My Shared Media Type | |
| | Reset Filter | rt Content |
| Cancel | | // |

5. Select [User Collections].

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| | Close Select |
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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.

| Add Activity | | |
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| <u>Favorites</u> | | • |
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| Show files | <u> </u> | Clc 4 Select |
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| 6- | Cool Video Thursday, February 6, 2025 4:00:14 PM | : |
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| Cancel | | |

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

| Add Activ | <i>i</i> ity | |
|-----------|--|----------------|
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| 🌀 Me | edia Chooser | |
| | + Choose Media ↑ Upload Media + Creation | ate Recording |
| | Media Quizzes Playlists | |
| | ¢∮↓ Search Q 𝔤 () Search | :h |
| | Filter 1 V Select All Embed as Dynamic Playlist | ! ≔ |
| 1 | History of Medicine February 19, 2023 | : |
| | 2 | Insert Content |
| Cancel | | |

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

| Media Chooser | | |
|--|---------------------------|----------------|
| Media | Quizzes | Playlists |
| ∮∮↓ Search | | Q 7 (ì) Search |
| Filter Select All Lone Star College\User Collections\ | Embed as Dynamic Playlist | |
| | | Insert Content |