

CLEVELAND STATE UNIVERSITY *The Center for eLearning*

Importing and Locating Tegrity Videos on Windows

- 1. Click on Tegrity Classes in Blackboard.
- 2. Select the course.
- 3. Click on Course Tasks.

а	aculty Online Teaching and Design Course	
	Recordings	
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	Mod 3 length: 0:03:29 Lecorded by: Paul Karol	
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1	Mod 4 length: 0:03:47 recorded by: Paul Karol	
	Mod Q	
1	length: 0:02:55 recorded by: Paul Karol	
	Mod1	
1	length: 0:02:50 recorded by: Paul Karol	
•	Mod1 length: 0:02:50 recorded by: Paul Karol	

4. Select Video Podcast.



5. iTunes will open. (If you do not have iTunes installed on your computer, <u>it can be downloaded</u> <u>for free from their website</u>).



6. Click on the three dots (•••) and select **Podcasts**.



7. Confirm that all of your recordings are displayed under the course title.



8. To locate the recordings on your computer, click on the Windows icon and select Music:



 Once the Music folder opens, follow this path: iTunes -> iTunes Media -> Podcasts -> Name of Your Course.

