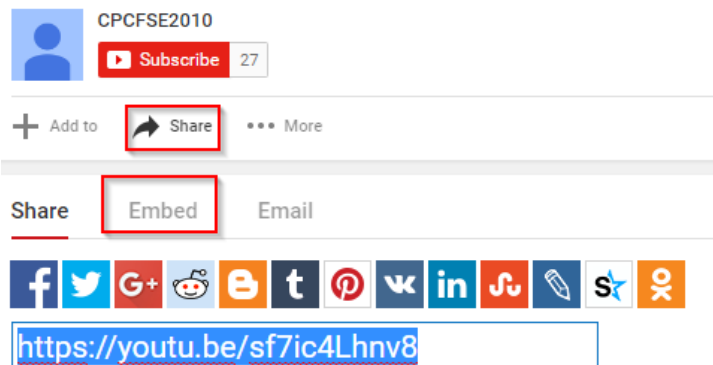


## Embed a video inside a tab

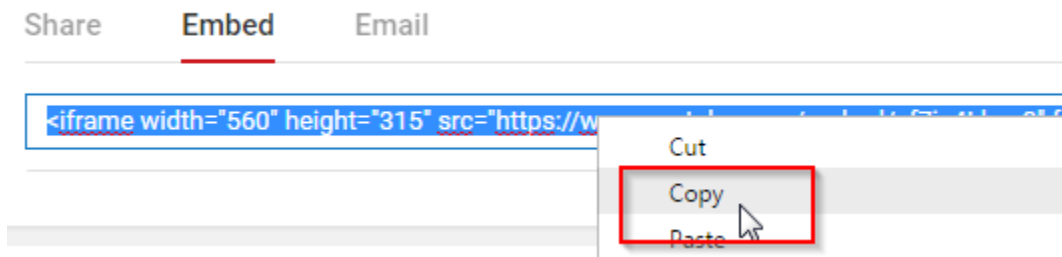
To add a video to your page it must be hosted on a media site (for example YouTube or the PHSA Media Server). You can follow these steps to embed the video on your page inside a tab.

1. Open the embedded video in YouTube, and click the “Share” button with the arrow next to it. A popup will slide down revealing the URL of the video. Click on the Embed tab to show the embedded html.

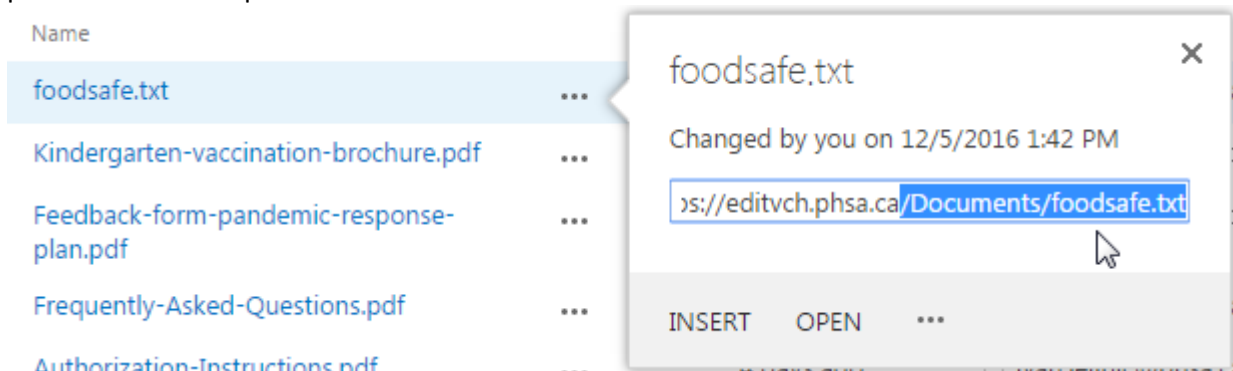
How to: Be Food Safe Canada



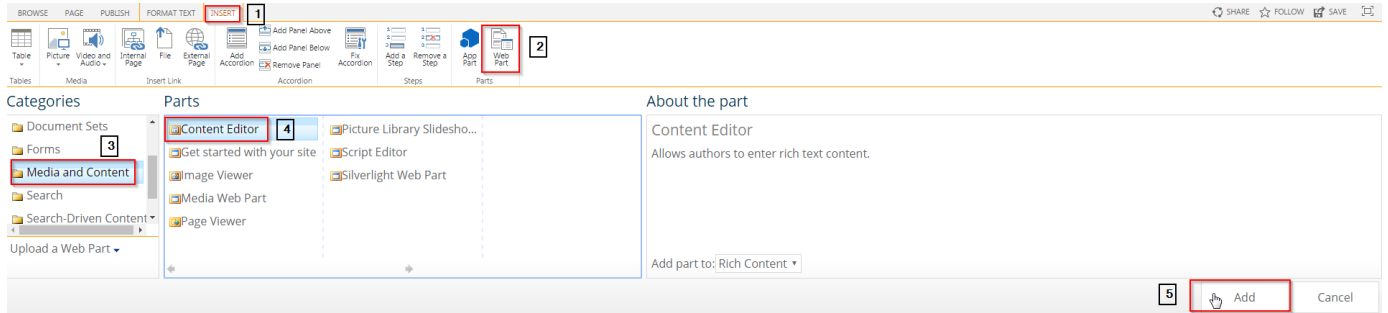
2. Select the HTML, and copy it into the empty notepad file. Save the file with a relevant name, for this one we will name it foodsafe.txt (you do not need to add the .txt to the file name, as it will automatically be added).



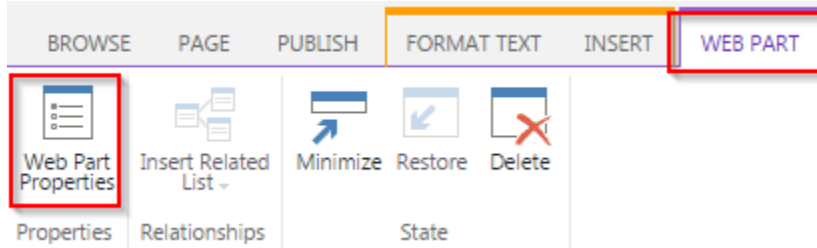
3. Upload the document like you normally would to the documents repository. This time, instead of the document ID, you want to select the actual path of the file. This is done by clicking on the breadcrumbs, and selecting the path after “editvch.phsa.ca”



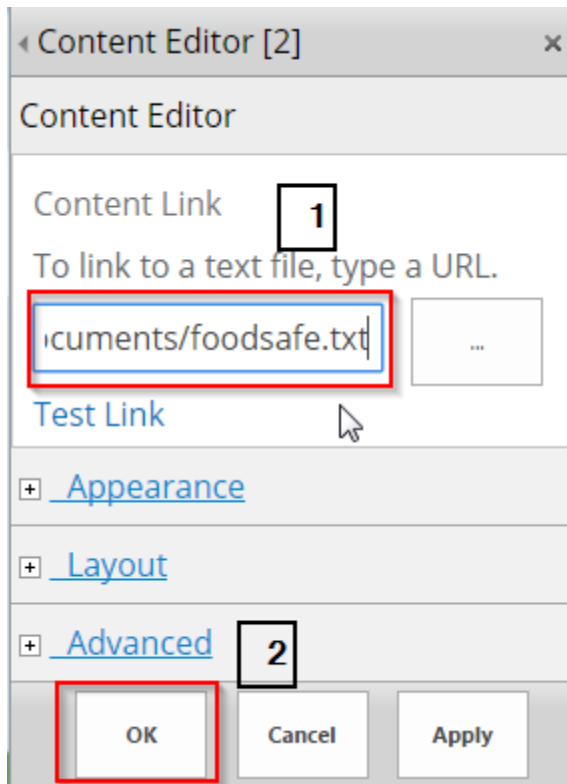
4. Find the page where the embedded video will be placed, and insert a “Content Editor” web part in the body where the embedded content will be placed. This can be found by going to INSERT->Web Part->Media and Content->Content Editor->Add



5. Once the Web Part is added, click on the web part in the body of the page to bring up the Web Part tab in the Navigation ribbon, similar to when selecting a link. Select the Web Part Properties from the navigation ribbon.



6. A properties popup will appear on the right hand side of the page. Paste the copied file path to the Content Link and click OK.



7. If everything is done correctly you should see the embedded video appear immediately in the page.