



Eurasia Foundation

YouTube Upload Instructions for Videos Created for the Sports Partnership TV (SPTV) Project

1. Go to <https://www.youtube.com>. If you don't have an account on YouTube, click on "create account", fill in the necessary spaces and create your account. If you already have an account, you may skip to step 2.
2. Sign into your account.
3. Click on "upload" (either in the center of the first screen you see when you sign in or in the upper right corner).
4. In the center of the screen, using the drop-down box adjust the video privacy setting to "unlisted." (If you do not see this option at this stage, you can always find it settings after you upload your video).
5. To upload your video file, click "Select files to upload" or drag and drop video files into the YouTube upload area.
6. While the video is uploading you may edit the information about the video:
 - a. Give the video a title **as instructed in the contest description**.
 - b. Under description, please enter **EF Sports Partnership TV**. Here you may also enter any additional information about the video that you would like.
 - c. Make sure your video **does not exceed 60 seconds**.
 - d. Make sure that the video privacy setting is set to "unlisted" and that the video is not added to any public playlists.
7. Once the video upload is complete, select the desired video thumbnail and click "**Done**" to save all the changes.
8. On the next screen, copy the video link and enter it into your online application on [GLM](#).
9. To return back to your "unlisted" video at any time you can go to "My Channel" and click on

the “Video Manager”.

THANK YOU FOR YOUR SUBMISSION!