

## STATE-ONLY COMPETITIVE EVENTS

### Uploading Videos to YouTube

#### Step #1: Creating a YouTube Sign-in Account

(YouTube Changes May Result in These Graphics Being Different from the Actual Appearance)

1. Go to [www.youtube.com](http://www.youtube.com).

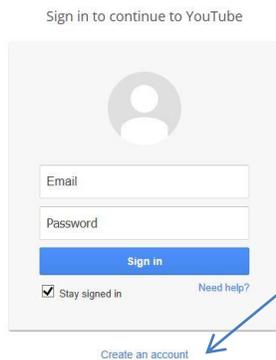
2. Click the “sign in” button in the upper-right corner.

A blue rectangular button with the text "Sign in" in white.

3. The following will appear:

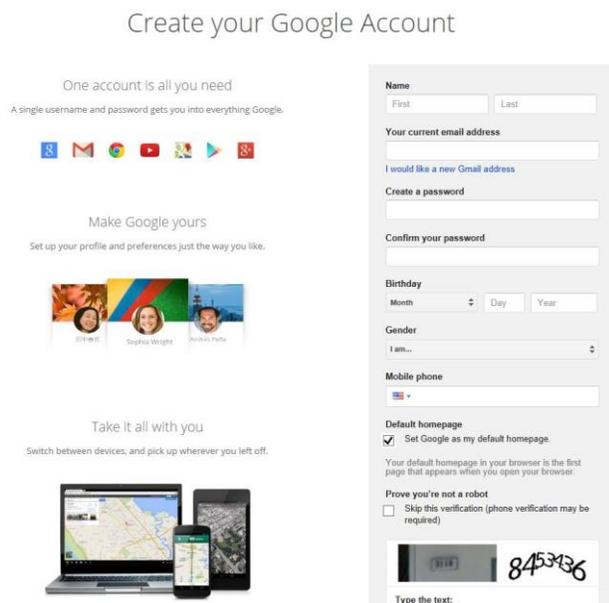


One account. All of Google.

A sign-in form with a grey background. At the top, it says "Sign in to continue to YouTube". Below that is a grey circle with a white person icon. There are two input fields: "Email" and "Password". A blue "Sign in" button is below the fields. At the bottom left, there is a checked checkbox for "Stay signed in" and a link for "Need help?". At the bottom center, there is a link for "Create an account".

If you have a Google (gmail) account,  
sign in your user name and password.  
If not, click “create and account.”

4. Create an account. The following screen will appear:

A screen titled "Create your Google Account". On the left, there are three sections: "One account is all you need" with icons for various Google services; "Make Google yours" with profile pictures of people; and "Take it all with you" with images of a laptop and a smartphone. On the right, there is a form with fields for: Name (First and Last), Your current email address, I would like a new Gmail address, Create a password, Confirm your password, Birthday (Month, Day, Year), Gender (I am...), Mobile phone, Default homepage (Set Google as my default homepage), and Prove you're not a robot (Skip this verification). At the bottom, there is a CAPTCHA image with the number "8453136" and a text input field labeled "Type the text:".

5. You **DO NOT** have to create a gmail account in order to access youtube. You may use any school or personal email address; however, a confirmation email will be sent to the account that you identified, and you must be able to access that link to confirm that e-mail address. It is possible that it may get caught up in your spam filter.

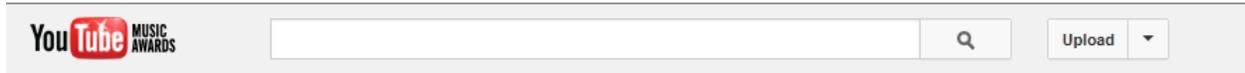
## STATE-ONLY COMPETITIVE EVENTS

Uploading Videos to YouTube

### Step #2: Uploading Your Videos to YouTube

(YouTube Changes May Result in These Graphics Being Different from the Actual Appearance)

1. Sign in to YouTube.
2. Once you are signed in, click the “upload” button at the top of the screen.



3. You may see the following when you initially sign in:

A screenshot of the YouTube channel setup form. The title is 'Set up your channel and begin uploading to YouTube'. It is divided into two columns: 'How you'll appear' and 'What you'll get'. Under 'How you'll appear', there is a profile picture placeholder, a text field for 'Last name', a 'Gender' dropdown, and a 'Birthday' section with 'Month', 'Day', and 'Year' dropdowns. Under 'What you'll get', there are two bullet points: 'A YouTube channel' and 'A Google+ profile'. A blue arrow points from a text box to the 'Last name' field.

**You don't have to provide personal information; you can provide an organization name such as "YourChapter FBLA." It is recommended that you create a channel for your chapter.**

4. If you create a chapter channel and click on that link, the following screen will appear:

A screenshot of the 'Create a new channel' form. It has a title 'Create a new channel'. On the left, there is a 'Name your channel' text field, a 'Select a category' dropdown, a 'Your content is appropriate for' dropdown set to 'Any Google+ user', and a checkbox for 'I agree to the Pages Terms'. On the right, there are three icons with text: 'Upload videos', 'Join the conversation', and 'All across Google'.

5. Eventually, you will get to the point where it is time to upload your videos. Click the “upload” button.
6. You will see this screen appear. You must choose “PRIVATE” – IT IS “MANDATORY” THAT ALL VIDEOS TO BE JUDGED BE LISTED AS “UNLISTED.”

A screenshot of the video upload privacy selection screen. It shows a large grey arrow icon pointing up, the text 'Select files to upload' and 'Or drag and drop video files', and a 'Privacy' dropdown menu currently set to 'Public'. Two red text boxes with arrows point to the 'Public' dropdown and the arrow icon.

**You must change the “privacy” to “Unlisted.”**

**Once you have set the privacy, click the arrow to start the upload process.**

7. As the video starts to upload, it will display a link that you must place on your event entry form. This is the link that will give the judges access to the video. The video is “UNLISTED” and cannot be seen by anyone except those who have this video link. Here is where you can find the link:

Uploaded 0 of 1 videos Video Manager + Add more videos

**Parade 1** + Add to X Cancel

Uploading your video. 2 minutes remaining. Your video will be live at: <http://youtu.be/qFHRgm79ts> 8%

**Basic info** Advanced settings

**Title**  
Parade 1

**Description**

**Tags**  
Tags (e.g., albert einstein, flying pig, mashup)  
+Parade

**Video thumbnails**  
Thumbnail selections will appear when the video has finished processing.

**Privacy settings**  
Unlisted  
Anyone with the link can view

**Category**  
Education

**This is the link and the verification that the video is unlisted.**

8. When you video is uploaded and complete, you will see the following confirmation screen:

Upload complete Video Manager + Add more videos

**Parade 1** + Add to

Upload complete! Your video will be live at: <http://youtu.be/qFHRgm79ts>

**We detected your video may be shaky. Would you like us to stabilize it?** Yes, fix it X

**Basic info** Advanced settings

**Title**  
Parade 1

**Description**

**Tags**  
Tags (e.g., albert einstein, flying pig, mashup)  
+Parade

**Privacy settings**  
Unlisted  
Anyone with the link can view

**Category**  
Education

**Uploading videos apply to the following PA FBLA competitive events:**

1. 3D Animation
2. Business Presentation
3. Digital Video Production
4. Public Service Announcement
5. Sales Presentation
6. Social Media Campaign

**Advisers must guarantee the following:**

1. The videos will be uploaded as “unlisted.”
2. Once submitted, only PA FBLA and the judges will have access to the video. The link will not be shared publicly.
3. The video will remain “unlisted” until July 1 following the State Leadership Conference.