3C - How-To Upload Your Videos

Please ensure you login to 3C Media Solutions using https:// by using the following link to login to your 3C Media Solutions Account: https://www.3cmediasolutions.org.

Please ensure that you COMPLETE the Upload process.

1. Click *My Account* in the upper right corner
2. Click the *Media* tab
3. Click *Add/Upload Media*
4. Select *Upload a video to 3C Media Solutions*
5. Click **Next**
6. Enter the *Title* (*License* and *Description* are optional) for your media
7. Select *I agree with the 3C Media Terms & Conditions*
8. Click *Next*

   NOTE: At this point you have only ADDED your media and the UPLOAD process IS NOT COMPLETE. Please continue the Upload process as outlined below:

9. **NOTE:** 3CMedia accepts files in the following formats: *mp4,m4v,mkv,flv,wmv,avi,mov,mpg,webm,mp3,m4a,wma,wav*
10. Click *Select*
11. *Navigate to* and *Select* the video you wish to Upload
12. Click *Upload File*
13. *Refresh* the Media page within your account
14. The Status area to the right of the Title, and License and/or Description you entered will change from **Added** to *Uploaded*
15. Wait for the Status to change from **Uploaded** to **Available**

3C Media
SOLUTIONS