

EAST 15

ACTING SCHOOL

DIGITAL AUDITIONS

UPLOADING TO VIMEO

<https://vimeo.com>



STEP 1:

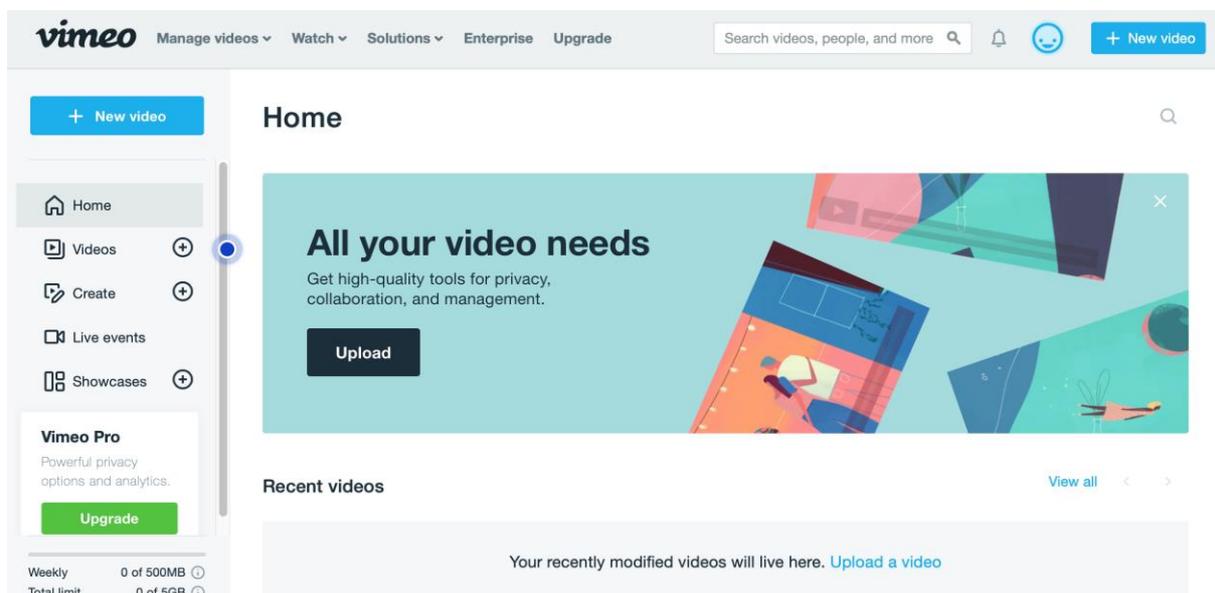
- **Sign up or log into your account**

The first thing that you should do is visit the [Vimeo website](https://vimeo.com). If you already have an account, log into it by clicking the login link. If you don't have an account, then you will need to register. Follow the instructions and enter the necessary information to create your account

STEP 2:

- **Uploading the Video**

- Click the blue '+ New video' button which is located on the homepage of the site (top left and right hand sides)



- Choose the '**upload**' option and this will open the files on your computer / phone
- Select the desired file
- As soon as you click the button, the video will start to be uploaded straight away. The progress bar should estimate how long the video will take to be uploaded

STEP 3:

- **Conversion**

As soon as the video is uploaded, the video will then be converted automatically. You can close this page if you want, and Vimeo will handle the conversion automatically. Once the video has finished converting, the service will then email you once the conversion has finished

STEP 4:

- **Add the link to your East 15 Direct Application Form**

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UPLOADING AN UNLISTED VIDEO ON YOUTUBE

<https://www.youtube.com>



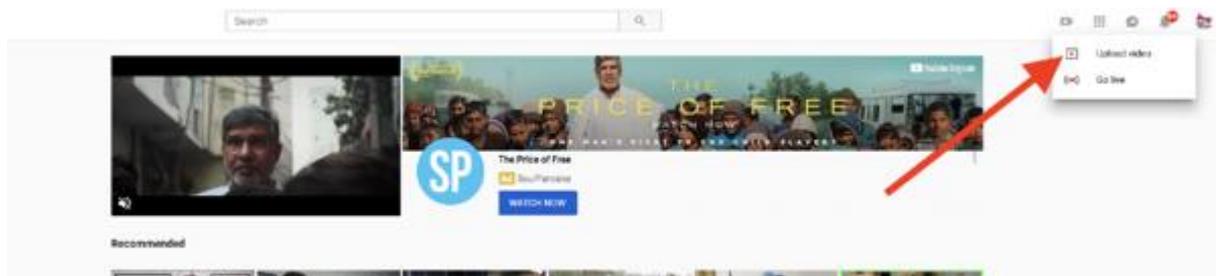
An unlisted YouTube video can be viewed by people who have the video link. It will not appear in public places, such as search results, your channel, or subscriber feeds.

STEP 1:

- Sign in or create an account on the [YouTube website](#)

STEP 2:

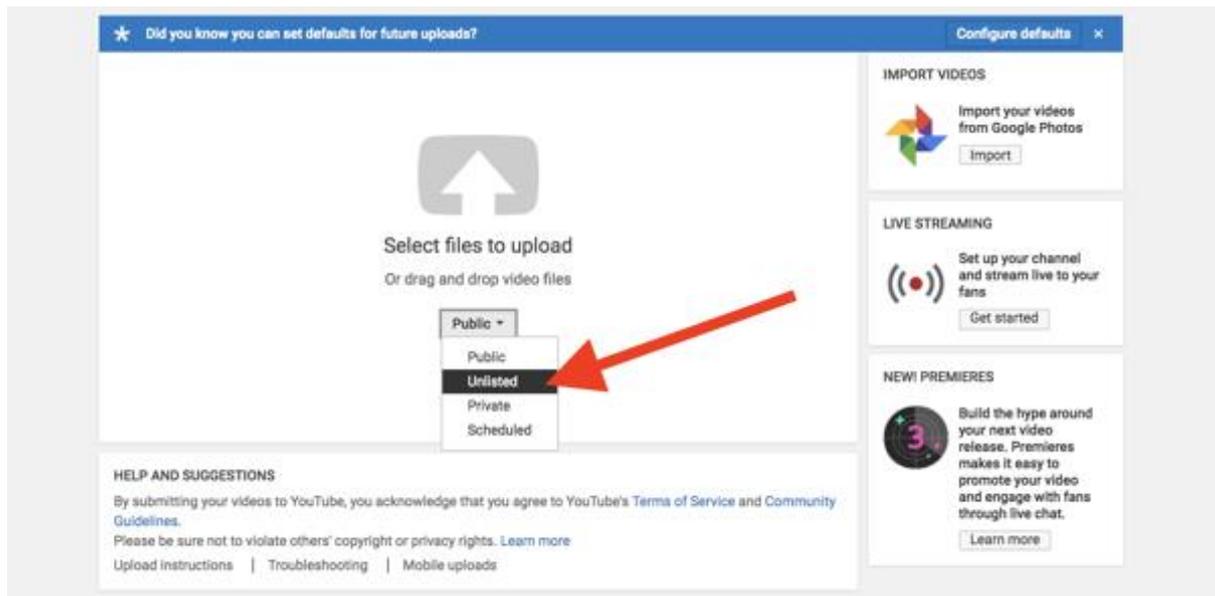
- Once you're on your YouTube homepage, click the  button at the top right hand corner of the page
- From the drop-down button that appears, choose '**Upload video**'



STEP 3:

- **Choose 'unlisted' in your YouTube video settings**

To do so, click on the word '**Public.**' Then, on the drop-down menu that appears, choose the word '**Unlisted**'
(image reference on next page)



STEP 4:

- **Upload your YouTube video**
Upload your video where the screen says ‘**Select files to upload**’

STEP 5:

- **Publish your video to YouTube**
Making sure that the drop-down menu says ‘**Unlisted,**’ click the ‘**Done**’ button in the upper-right corner of the video

STEP 6:

- **Add the link to your East 15 Direct Application Form**

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UPLOADING & SHARING THROUGH DROPBOX

<https://www.dropbox.com>



STEP 1:

- Sign in or create an account on the [Dropbox](https://www.dropbox.com) website

STEP 2:

- Click the ‘**Upload files**’ button located at the top left hand side of the Dropbox website

STEP 3:

- As soon as you click ‘Upload files’, a dialogue box with your computer files will appear/open

- Select the desired video file on your computer that you want to upload
- Click the '**choose**' button to upload your video

STEP 4:

- Your video will now be uploaded to DropBox
- Beside the file – click the 3 dots '...' and choose the '**Share**' option (the below will appear)

To: Email or name

Can edit ▼

Add a message (optional)

Share a link instead



Can view

Anyone with this link can view the folder.

Link settings

Copy link



STEP 5:

- You want to copy the link and **add it to your East 15 Direct Application Form**

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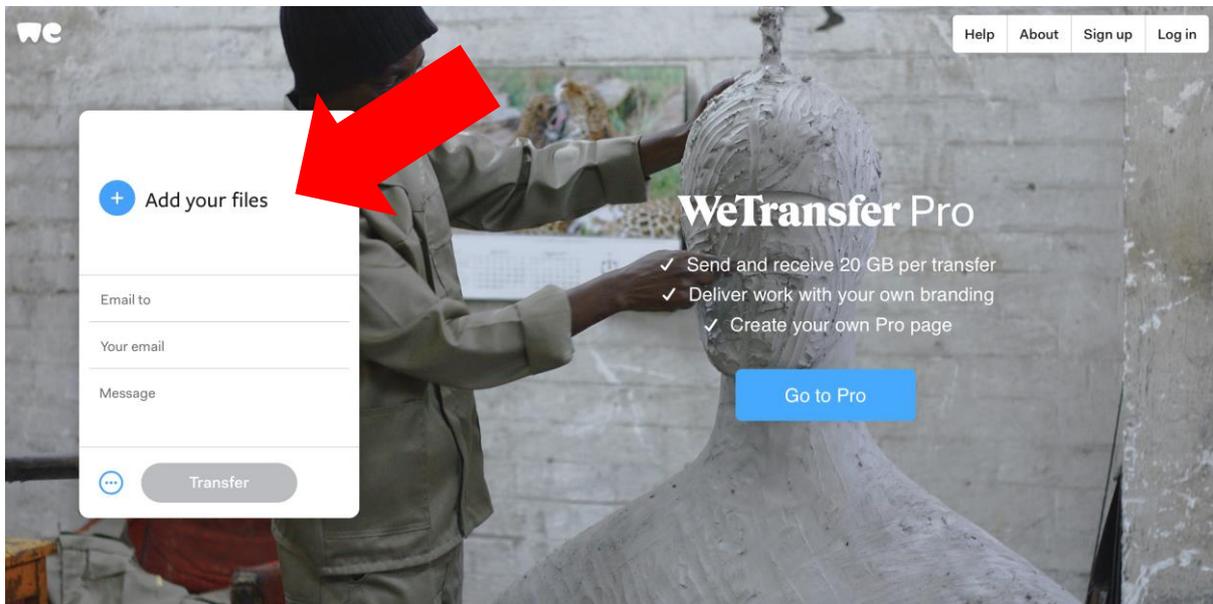
SENDING A WETRANSFER LINK

<https://wetransfer.com>



STEP 1:

- You don't need to sign up or log in if your video is under 2GB in file size
- Click '**add your files**' – this will open your files. Choose your video



STEP 2:

- Email it to **yourself**
- This email will include a link to download the file

STEP 3:

- Add the link to your **East 15 Direct Application Form**