

EAST 15

ACTING SCHOOL

DIGITAL AUDITIONS

UPLOADING TO VIMEO

<https://vimeo.com>



STEP 1:

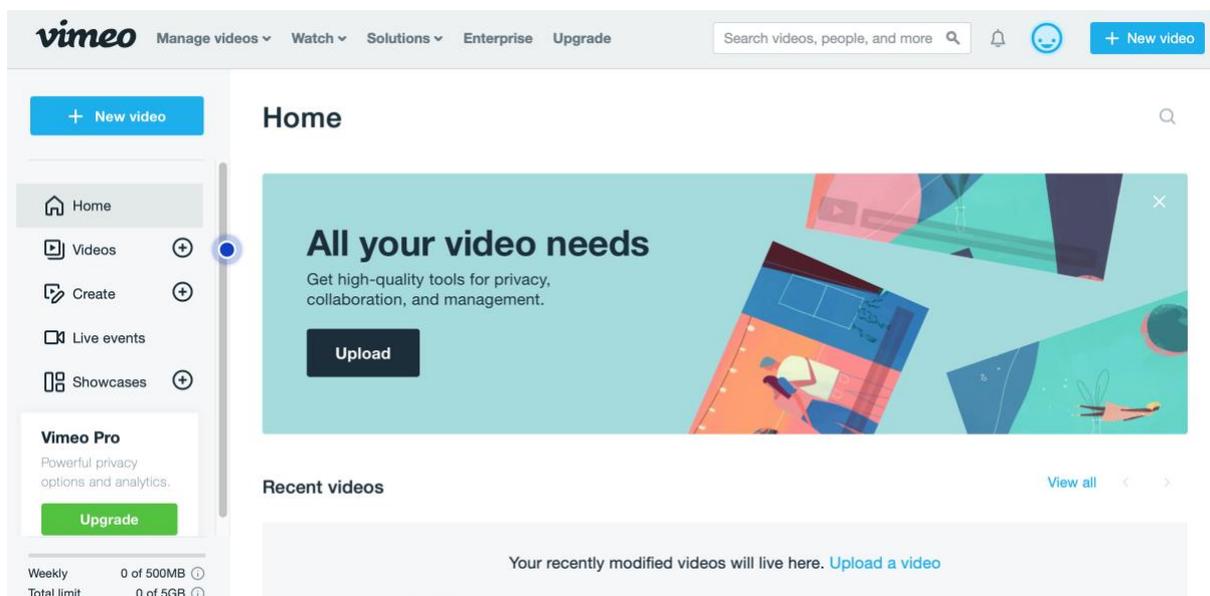
- **Sign up or log into your account**

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 Application Form**

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UPLOADING AN UNLISTED VIDEO ON YOUTUBE

<https://www.youtube.com>



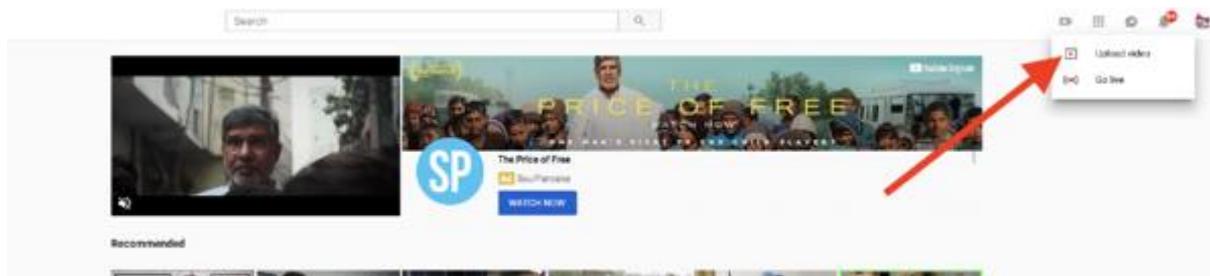
An unlisted YouTube video can be viewed by people who have the video link. It will not appear in public places, such as search results, your channel, or subscriber feeds.

STEP 1:

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

STEP 2:

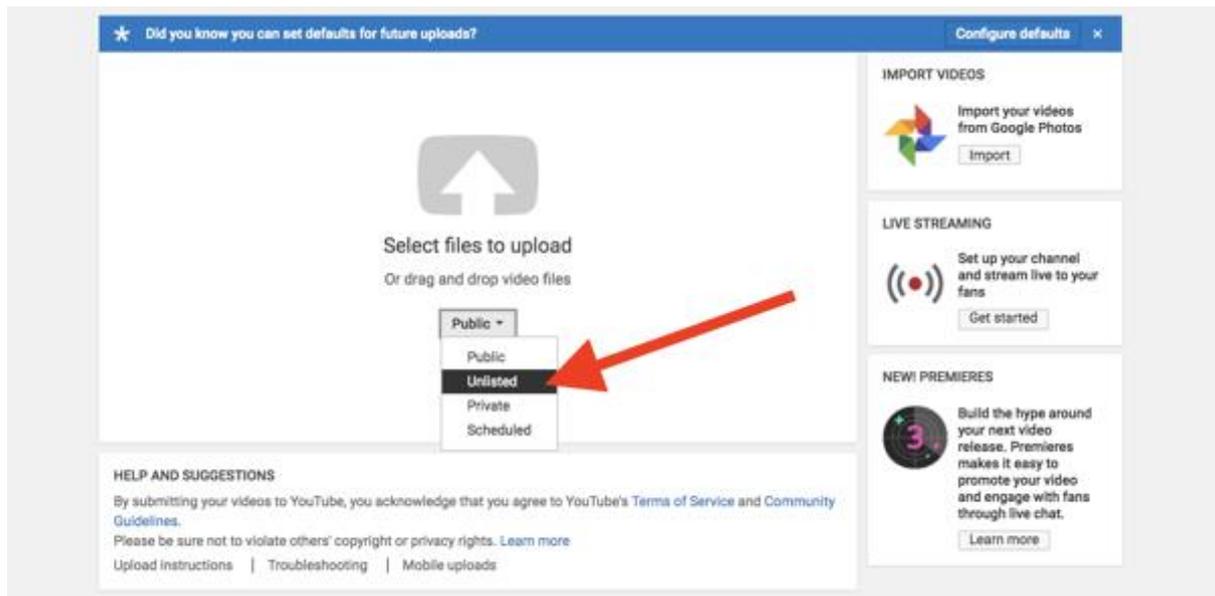
- Once you're on your YouTube homepage, click the  button at the top right hand corner of the page
- From the drop-down button that appears, choose **'Upload video'**



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 Application Form**