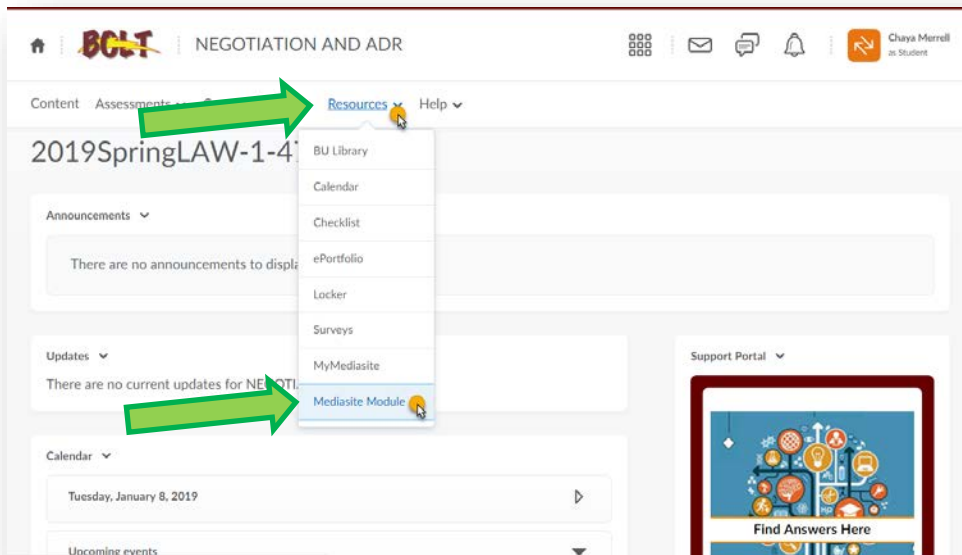
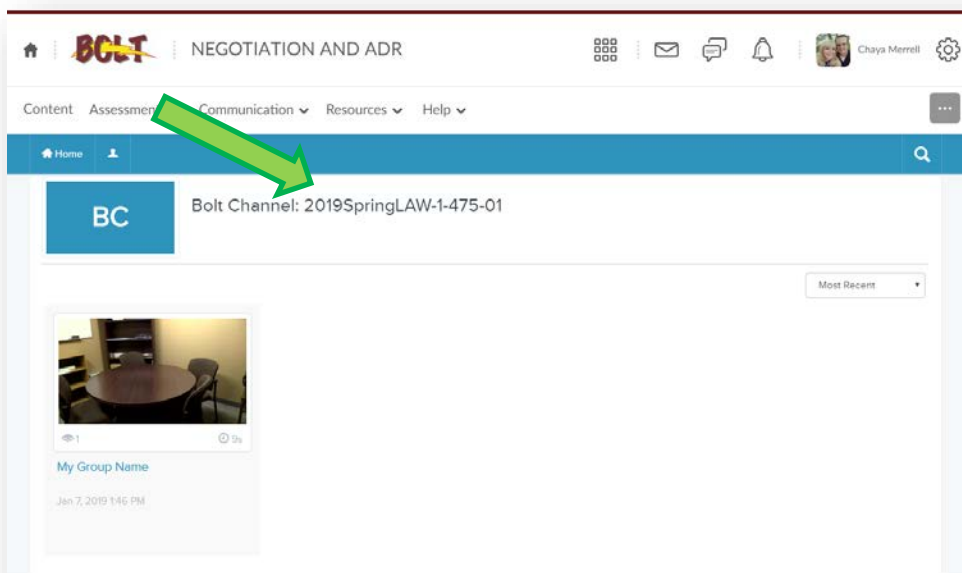


Creating a BOLT Module and associated Channel in Mediasite

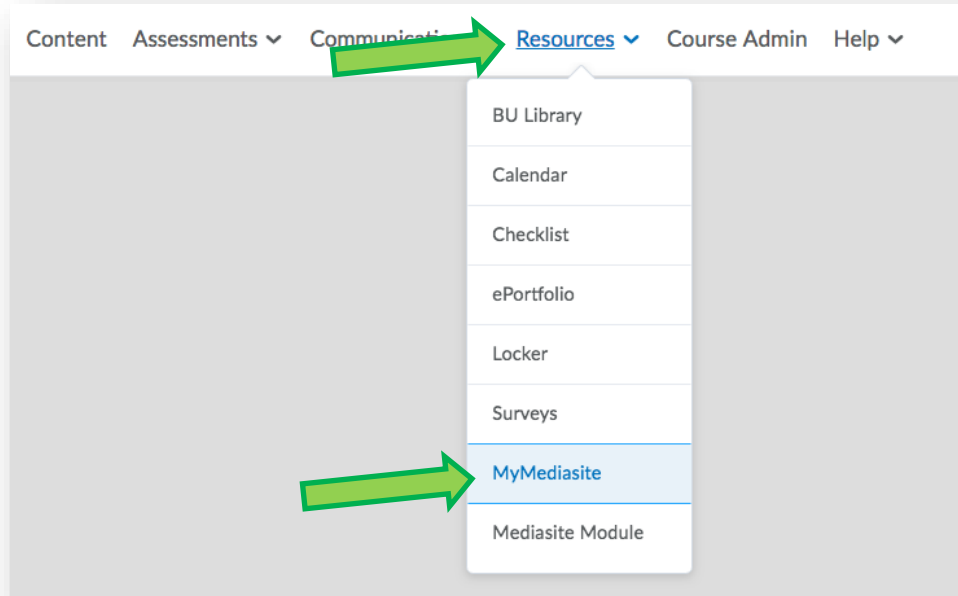
1. Navigate to the course page within BOLT.
2. Click the “Resources” menu.



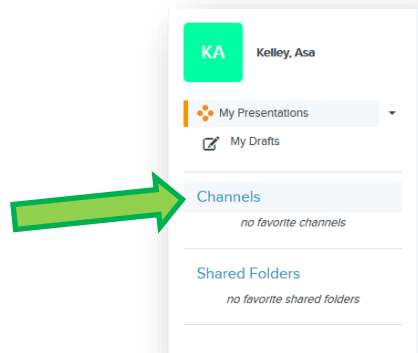
3. Select Mediasite Module.
 - a. Accept any browser or BOLT plugin security alerts that may appear.
4. Highlight and copy the name of the course. In this example “2019SpringLAW-1-475-01”



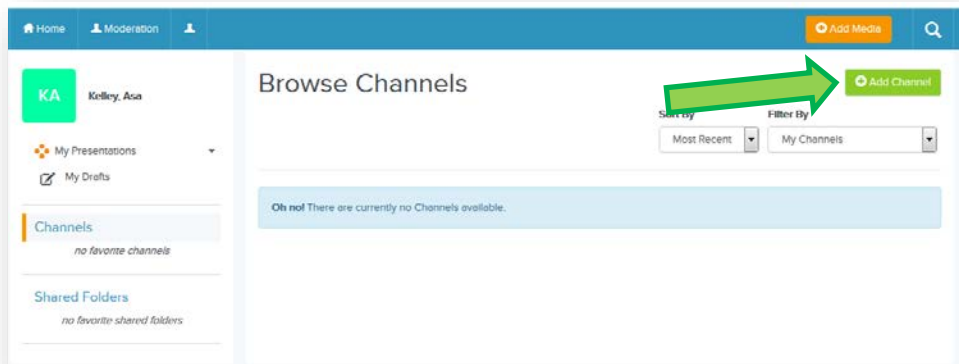
5. Click the "Resources" menu.



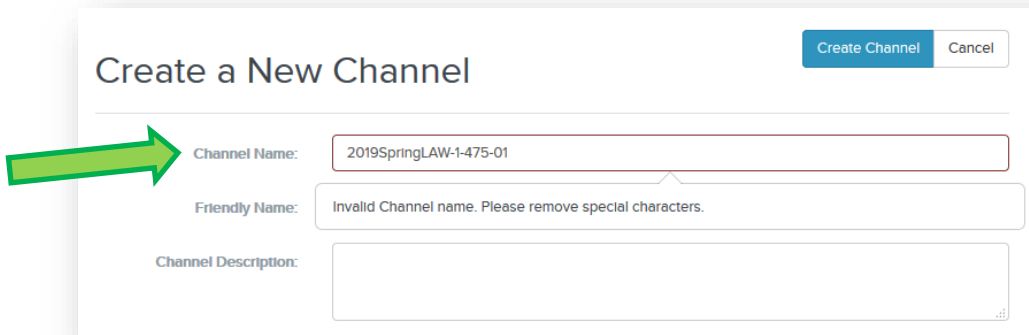
6. Select MyMediasite.
 - a. Accept any browser or BOLT plugin security alerts that may appear.
7. Click "Channels" in the left side menu.



8. Click “+ Add Channel” in the top right corner.



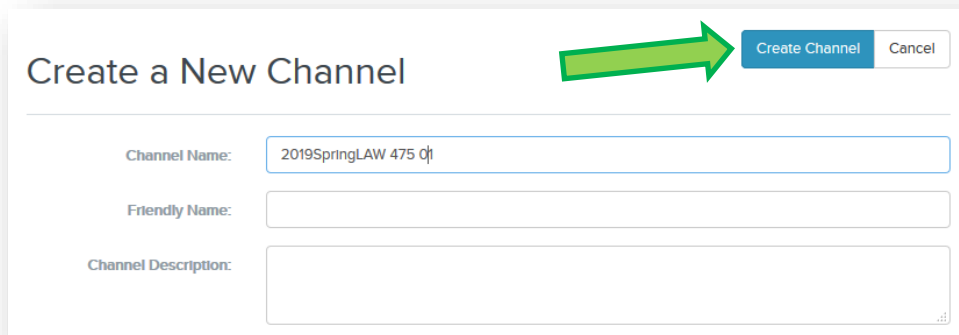
9. Paste the course name copied in step 4 in the “Channel Name” field.



10. Hyphens are not allowed in channel names; replace the hyphens with spaces or periods.

11. All other settings are optional, default values are usually sufficient.

12. Click “Create Channel”



13. Complete the Template Request form: <https://intranet.bloomu.edu/Mediasite/TemplateForm>