

## *H.264 video publishing guide* [version 5.1, abbreviated]

University of California, Berkeley, Haas School of Business is migrating toward a YouTube experience with our on-demand and live streaming videos.



This guide will show you how to post your videos as we deliver a new higher-resolution and improved picture quality video service.

The new service provides a YouTube-style user experience on computers, and will support publicly viewable videos on iPhone, iPad, and iPod Touch mobile devices in the future.

Haas Media Services will send all users the file name and the location of the video file to create your YouTube videos.

Go to <https://videos.haas.berkeley.edu/wizard/>

- 1) At 'Step 1' select a template [please read the names]
- 2) At 'Step 2' enter the name of the video file [sent by Media Services]
- 3) At 'Step 3' enter the location of the video file [sent by Media Services]
- 4) At 'Step 4' enter the name of your unit [EWMBA, MFE, etc.]
- 5) At 'Step 5' enter a 1 – 2 sentence description for your video.
- 6) Click 'Last Step: Process.' This process will generate the code for you to copy and paste into DreamWeaver and save on YOUR 'deploy' drive that is setup for YOUR program.
- 7) You must have access [path/ location] to 'deploy' on your desktop for your videos to run on the web server. If you do not have access, contact the help desk, [helpdesk@haas.berkeley.edu](mailto:helpdesk@haas.berkeley.edu), you will receive an email with the following information: your 'deploy' share is <\\deploy\videos.haas.berkeley.edu\vod\courses\xmba> and the web site URL will be <https://videos.haas.berkeley.edu\vod\courses\xmba\append> name of 'HTML' file here.

The screenshot shows a web browser window at <https://videos.haas.berkeley.edu/wizard/>. The page is titled "GENERATE HTML CODE FOR A VIDEO FILE". It contains five steps for generating code:

- Step 1:** select a template: Wizard\_Wowza\_FlowPlayer\_embed\_ewmba\_16x9. A red box labeled "Select your template" points to this dropdown menu.
- Step 2:** enter the name of the video file: E205-1A\_0811.mp4. A red box labeled "input video name" points to this text field.
- Step 3:** enter the location of the video file: rtmpe://video.haas.berkeley.edu:1935/courses/\_definst\_/Fall2010/EWMBA205-1A. A red box labeled "input file location" points to this text field.
- Step 4:** enter your unit name (will also serve as title of the web page): EWMBA - Test File. A red box labeled "input name of unit" points to this text field.
- Step 5:** enter a 1-2 sentence description for your video: This is a test for the practice training to create the end user h.264 guide. A red box labeled "enter description" points to this text area.

At the bottom, there is a button labeled "Last Step: Process" with a red box labeled "click this button to create code" pointing to it. Below the button is a large text area containing generated HTML code. A red box labeled "Your code is generated in this section of the text box. This is the code [HTML] that you will use to use to generate your video files." points to this area.

Your new web page is ready to go with your Flash video.

## FAQs

- Q1) I missed the training, because I did not think it was necessary.
- A1) You can download the “howdoi” guide from the ECSM website, URL:  
<http://groups.haas.berkeley.edu/HCS/howdoi.html>
- Q2) What will happen to the videos that run in Real media?
- A2) Those videos will continue to serve as they have been operating.
- Q3) How do I get a custom template?
- A3) Custom templates are created by marketing. Send an email request to  
[helpdesk@haas.berkeley.edu](mailto:helpdesk@haas.berkeley.edu).
- Q4) What is deploy? How do I gain access?
- A4) Deploy is the location where you need to store your HTML files that you create for your videos to run in h.264 [mp4].
- Q5) How do I get set up on deploy?
- A5) Send a message with your request to the [helpdesk@haas.berkeley.edu](mailto:helpdesk@haas.berkeley.edu). The ECSM staff will establish the path for your videos and you will receive an email. You can also map the drive yourself with this ‘howdoi’ guide.  
[http://groups.haas.berkeley.edu/HCS/howdoi/Haas%20Local%20and%20Remote%20Access/How do I map a haas drive.pdf](http://groups.haas.berkeley.edu/HCS/howdoi/Haas%20Local%20and%20Remote%20Access/How%20do%20I%20map%20a%20haas%20drive.pdf)
- Q6) I do not have access to DreamWeaver.
- A6) Send a request to the [helpdesk@haas.berkeley.edu](mailto:helpdesk@haas.berkeley.edu) to get a license for DreamWeaver.
- Q6) I need to password protect my web page videos for authentication. How do I do that or to whom do I contact?
- A6) Send a request to the [helpdesk@haas.berkeley.edu](mailto:helpdesk@haas.berkeley.edu) and you will be contacted by someone from the h.264 project team.

# Attachment A

## How to incorporate videos into your web site: a refresher

**Did the Haas Help Desk set up your shortcut, if not send a help desk ticket:** Is your Z: drive or another letter drive set up as a shortcut to the web server? Don't know what that means? Call the Help Desk to confirm. In this case your 'Z' drive is going to be 'deploy'.

When you gain access to the 'deploy' drive your file naming convention will look something like this: create your file, append it to the second link [http above] with the name you have given to it. For example, [http://videos.haas.berkeley.edu/vod/courses/NPD/add\\_your\\_file\\_name.html](http://videos.haas.berkeley.edu/vod/courses/NPD/add_your_file_name.html)

## How to edit an existing web page in Dreamweaver

1. Open Dreamweaver. Using file-open, go to your shortcut drive (Z: drive?) and open the page you want to update. It has the same name as the last bit of your URL ("news.html," e.g.). If it's your home page, it's probably called index.html.
2. Make your changes here.
3. Using File-Save As, save the page as "test.html" *As you work, save early and often.*
4. Go to your browser (Internet Explorer or Firefox) and look at your test.html page. (You will need to refresh the page.) Does it look right? If not, go back to Dreamweaver and make changes.
5. If it looks right, go back to Dreamweaver and File-Save As using the exact name it used to have, same capitalization--everything. (If it doesn't say "This file already exists. OK to overwrite?" you got the name wrong.)
6. Delete your test page.

## How to create a new web page in Dreamweaver

1. Open Dreamweaver. Using file-open, go to your shortcut drive (Z: drive?) and open a page that is similar to the page you want to create.
2. *Before doing anything else*, save it with a new name, in this format: newname.html. Be sure to include ".html". Choose a name that is short, has no spaces in it, and somehow matches the content (An events page? Call it events.html)
3. Edit the page by replacing the content that is there with the content for your new page.
4. Go to your browser (Explorer or Firefox) and look at your new page. Does it look right? If not, go back to Dreamweaver and make changes.

**Creating a video in your new web page:** Please understand, while this new page is technically 'live', it isn't really accessible to the public until you link to it from 'deploy' to the web server; now it is a technically 'live' page. Open the page where you stored the code (maybe your home page?). Using your cursor, select the link and the video opens to play in HTML.