

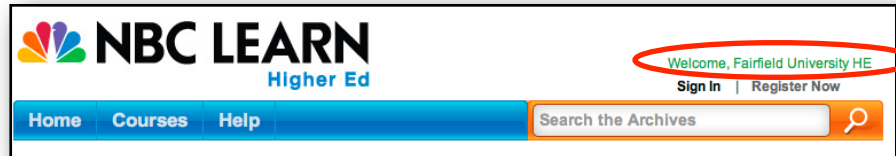
## Adding NBC Learn Video Links to Mentor, PowerPoint, etc.

Links to NBC Learn videos can easily be added to any website, presentation, or electronic document. Faculty and students simply need to create an NBC Learn account *from any on-campus internet connection*; doing this will associate the account with the Fairfield University subscription to the NBC service, and will allow videos to subsequently be viewed from any computer, on campus or off.

### Creating an NBC Learn Account

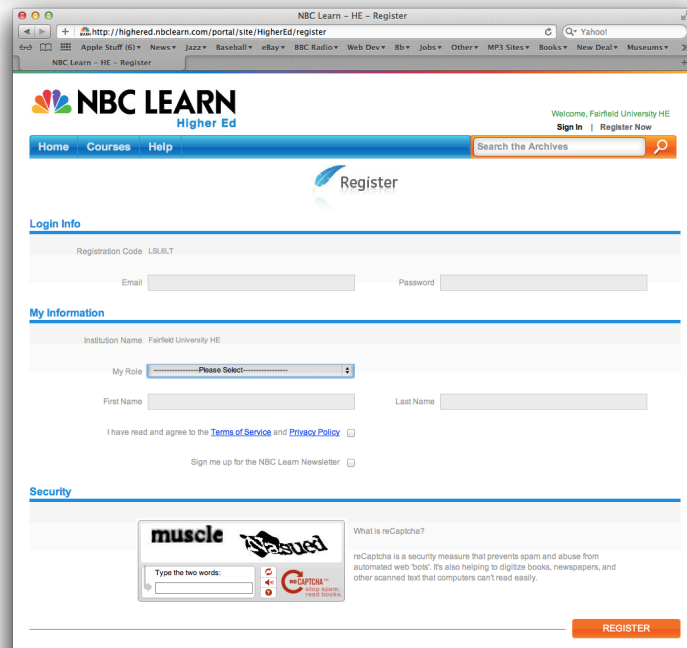
To create an NBC Learn account, simply open any web browser (Firefox, Internet Explorer, Safari, etc.) and navigate to <http://highered.nblearn.com>. This one-time setup *must* be done from a University internet connection. (To be sure that your account will be tied to Fairfield's subscription, make certain that the NBC Learn web page says *Welcome, Fairfield University HE* in the upper right-hand corner of the screen.)

1. Click **Register Now**, underneath the *Welcome* message.



2. Fill in the registration page with **your email address** (this does *not* have to be your fairfield.edu address; it can be any valid email address); a **password**; your **first name, last name**, and your **role** at the University. Check the box stating that you agree to the Terms of Service and, after typing in the security code words, click **Register**.

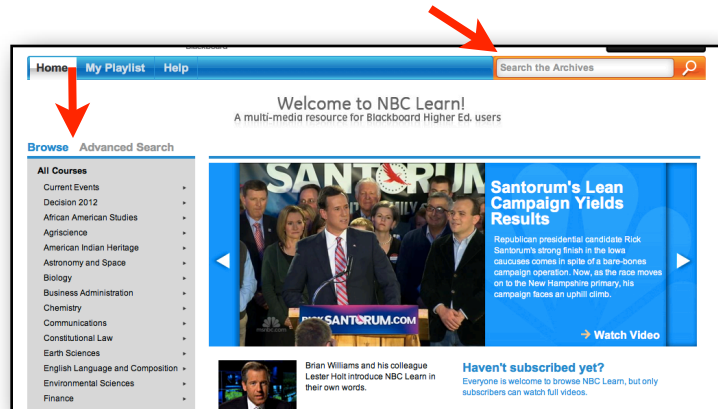
Your NBC Learn user account is now established, and you can use it to browse and view videos from any internet connection.

The image shows the registration page on the NBC Learn website. It features a 'Register' heading and several input fields: 'Registration Code' (pre-filled with 'LSL6LT'), 'Email', 'Password', 'Institution Name' (pre-filled with 'Fairfield University HE'), 'My Role' (a dropdown menu), 'First Name', and 'Last Name'. There are checkboxes for 'I have read and agree to the Terms of Service and Privacy Policy' and 'Sign me up for the NBC Learn Newsletter'. A reCAPTCHA security check is present at the bottom, showing two words: 'muscle' and 'abstract'. A 'REGISTER' button is at the bottom right.

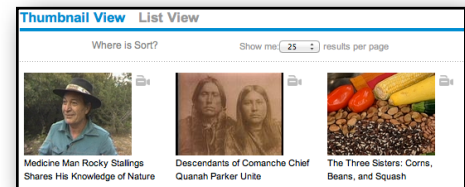
## Adding NBC Learn Video Links to Your Web Pages/Documents

1. Open a web browser and navigate to <http://highered.nbclearn.com>. Sign in with the email address and password you created in the previous step.

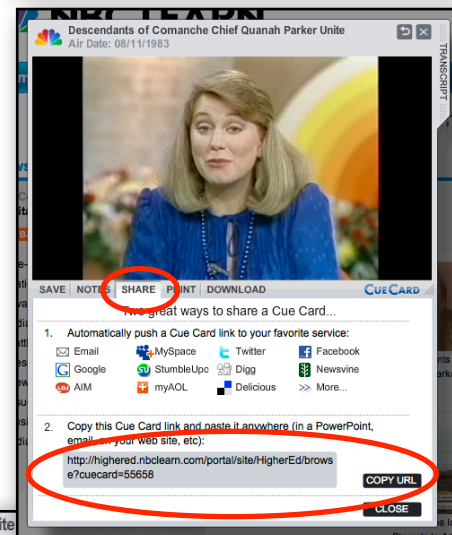
2. You can now find a video by either a) browsing via the Subject Links on the left-hand side of the page, or b) using the Search the Archives box at the top of the page to find items based on keywords.



3. Videos will appear as thumbnails that can be clicked for previewing.



4. Once you find the video you want to link to, simply click the **Share** button at the bottom of the video window to expose the URL. Copy the link and paste it into your page, presentation, or document.



5. When students click on the link, they will be taken to the NBC Learn website and the video window will appear. If they're off campus, they will be prompted to log in with their NBC Learn account. (Users on campus will simply see the video begin playing.)

