

About the Media Portal

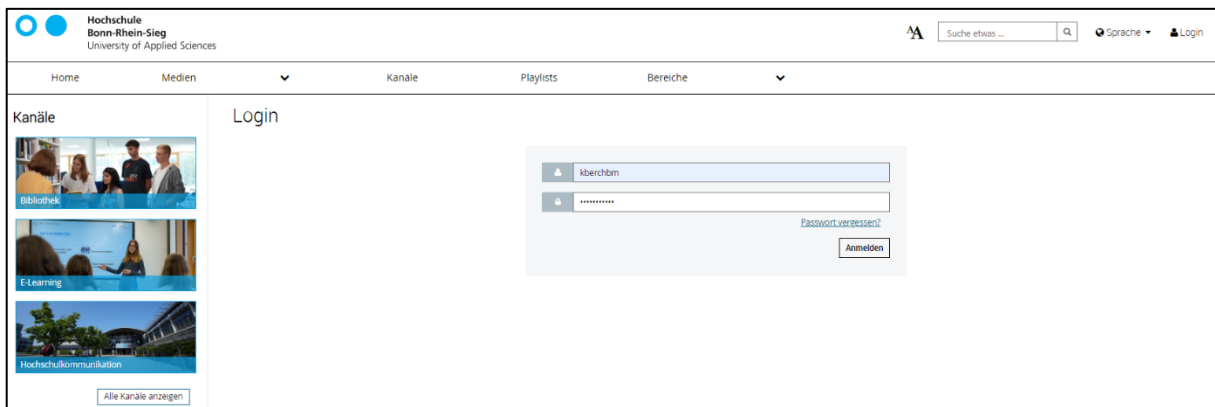
The H-BRS Media Portal is a secure and privacy-friendly platform for publishing videos and audios for academic purposes in teaching, studying, research, and further education. Private use of the Media Portal is not allowed. You can find the detailed terms of use here: <https://medienportal.h-brs.de/pages/view/id/1>

Using the Media Portal and Access Data

You can access the H-BRS Media Portal at <https://medienportal.h-brs.de>. You don't need an account to watch or listen to media.

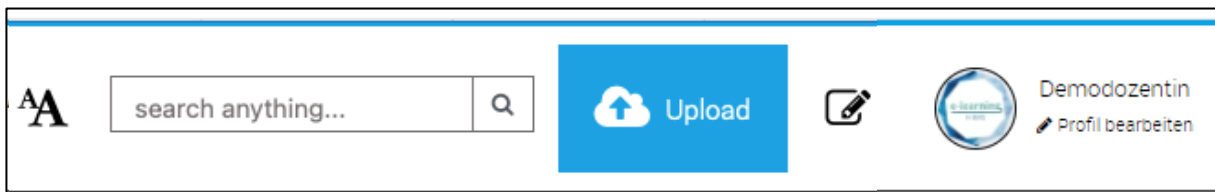
If you want to upload your own videos or audios to the portal, please request your access data by sending an email to videolab@h-brs.de. With this login information, you can log in on the website at <https://medienportal.h-brs.de/login>.

Please note that for security reasons, you will be required to create a new password when you log in for the first time.



Uploading Media to the Media Portal

To upload files, please log in to the Media Portal and click on the upload button in the top right corner.



You can upload video and audio files. Allowed video formats are: mkv, avi, wmv, mov, flv, mpeg, mpg, m4v, mp4, webm. For audio formats, you can use mp3, ogg, oga, wma, m4a, wav.

Add a media file and fill in the fields. If you want to upload a thumbnail, please ensure the image has the recommended resolution of 1280 x 720 pixels.

Enter a title for your file. You do not need to fill in the "SEO URL Title" field; it will be automatically filled. Please add a description.

Basic information

Title

SEO URL title *

Description *

B *I* U | | | | | | | Source

Learn how to log in to LEA...

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You can assign any tags you like. By checking the box in the "UrhG Confirmation" field, you confirm that you have all necessary usage rights to upload the media file and associated files to the Media Portal and assure that no copyrights, personal rights, or other rights of third parties are violated.

In the "OER (License, e.g., CC BY-SA 4.0)" field, you can optionally enter the respective usage license for your file. By choosing the category, you determine in which area the file should be published on the Media Portal.

Choose the desired publication type. If you only want to show the file to a specific group of university members, it is advisable to upload it directly via LEA. Learn how this works in the LEA Online Teaching Toolbox (Login required):

https://lea.hochschule-bonn-rhein-sieg.de/goto.php?target=crs_1523274

Tags *

Additional information

UrhG-Bestätigung *

OER

Category *

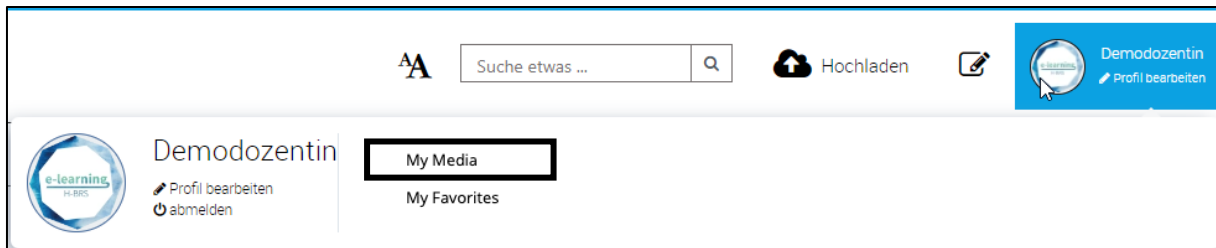
<input type="checkbox"/> Department of Management Sciences	<input type="checkbox"/> Department of Computer Science	<input type="checkbox"/> Department of Engineering and Communication
<input type="checkbox"/> Department of Natural Sciences	<input type="checkbox"/> Department of Social Policy and Social Security Studies	<input type="checkbox"/> Institutes
<input type="checkbox"/> Central facilities of the university		

You can decide whether to allow media embedding and to keep the comment function activated. If necessary, you can upload additional files, such as a PDF document. Once you have provided all the information, you can publish the video.

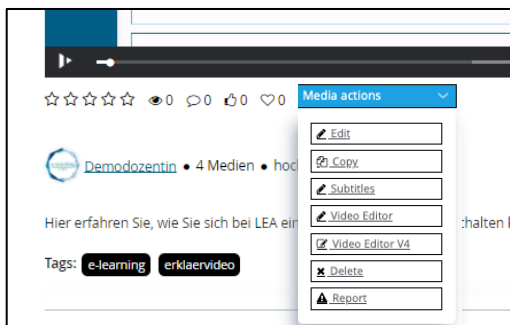
Publishing Media Uploaded via LEA

Files you upload through LEA to the Media Portal are initially hidden, so only participants in your LEA course can view them. You can later choose to make these files public through the Media Portal, allowing anyone visiting the Media Portal to see them.

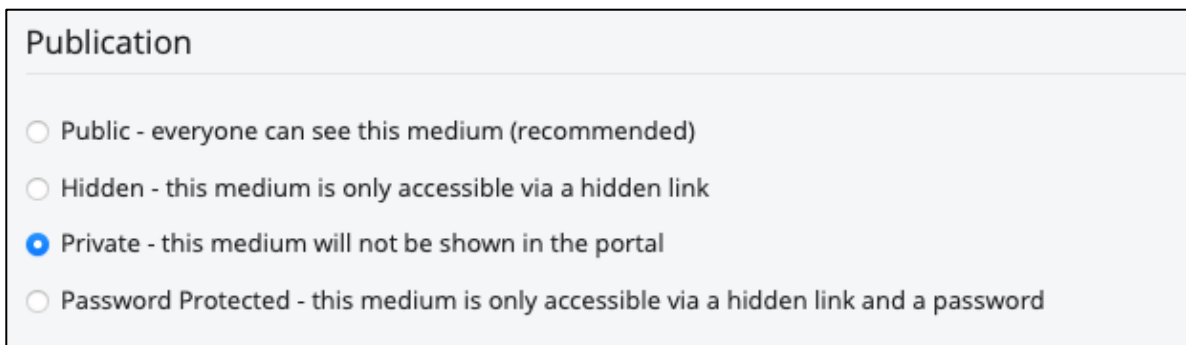
To do this, log in to the Media Portal and hover over your profile field in the top right corner without clicking on it. Select the file you want to make public from "My Media".



Once you have selected the appropriate media, you will find the "Media Actions" menu below the media player to edit the media later.



Select "Edit" to enter the editing view and choose "Public" under "Publication".



The file is now visible both in LEA and on the Media Portal. Public media files can be found and added to a course by course admins in LEA. Please note that the "Password Protected" option prevents the media from being played in LEA, and "Private" has no impact on availability in LEA.