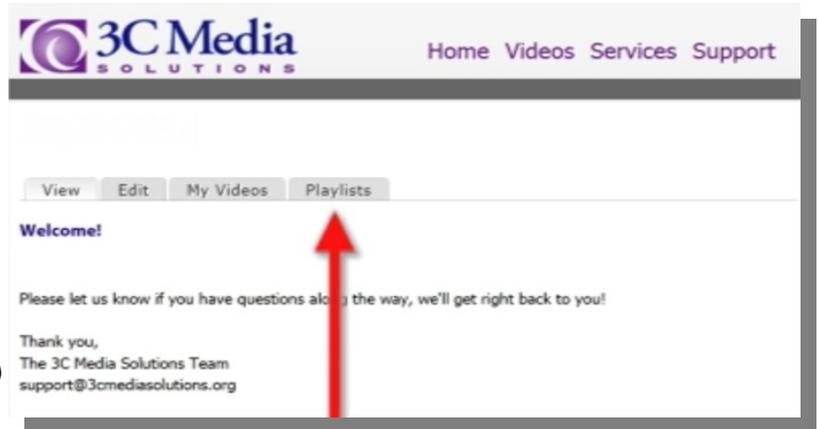


How To: CREATE PLAYLISTS

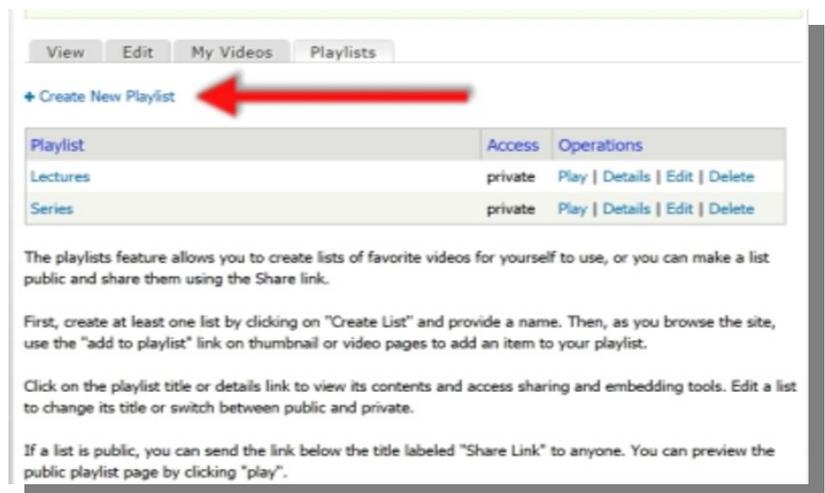
The Playlist allows you to create many different playlists for your own use or to share with others. It's simple to do and only takes a few seconds to learn how to create one.

Click on the **Playlists** Tab. (Figure 1)



(Figure 1)

To create a playlist Click **CREATE NEW PLAY LIST**. (Figure 2)



(Figure 2)

Provide a **Name** for the playlist. Then choose if you want it to be **Public**, **Protected** or **Private**. **Public** lists may be listed on the *3C Media Solutions* web site. **Protected** lists are not listed and require a unique link and access. **Private** lists are visible only to you. Click **SAVE**. (Figure 3)

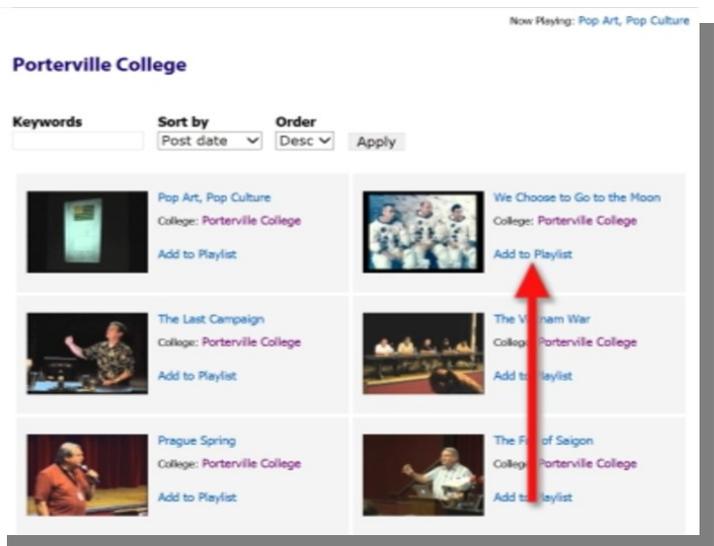


(Figure 3)

If you have questions or want more information you can e-mail **3C Media Solutions** at support@3cmediasolutions.org or call at 760-744-1150 extension 1543.



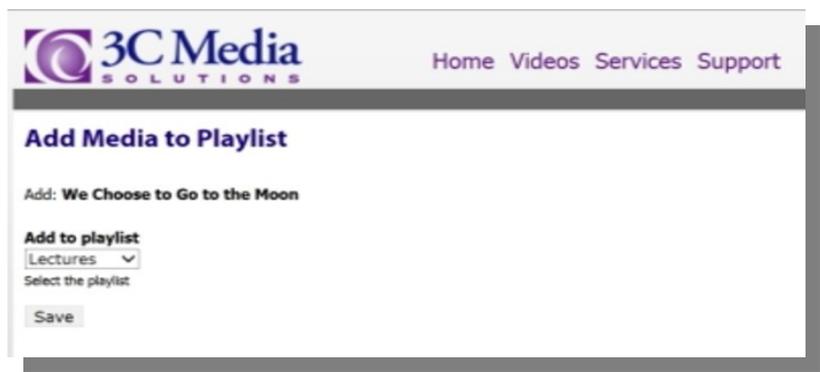
Now **Browse** the site to find a video you want to include in your list, then Click **ADD TO PLAYLIST** to add videos to your saved list. (Figure 4).



(Figure 4)

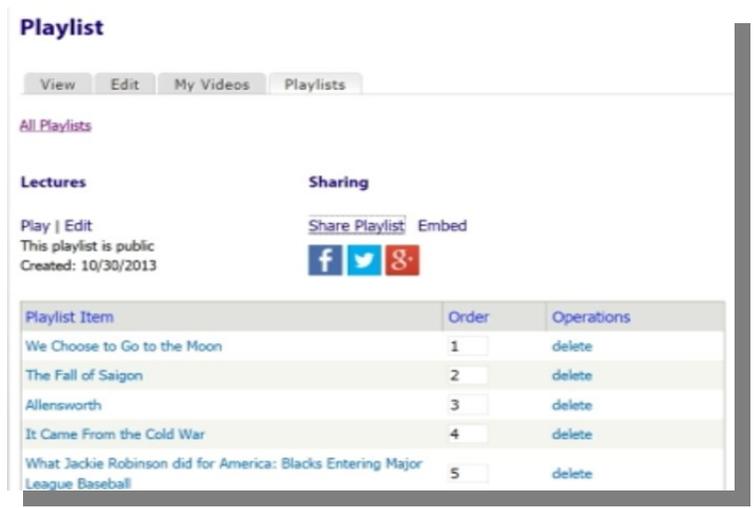
You will be directed to the **ADD MEDIA TO PLAYLIST** screen. There you will see the title of the video you selected. On this page you can choose which Playlist the video is to be located. (Figure 5)

Click **SAVE**.



(Figure 5)

Once your playlist is complete you can now change the *order* of the videos, *edit* it, use the *embed code* or *share* the list. You can also *delete* any video from your list. Note that if you delete a video from your list you will NOT delete it from the *3C Media Solutions* web site. (Figure 6)



(Figure 6)

If you have questions or want more information you can e-mail **3C Media Solutions** at support@3cm mediasolutions.org or call at 760-744-1150 extension 1543.



To change the order of the videos just change the numbers in the **ORDER** column, then click **SAVE ORDER**. (Figure 7).

| Playlist Item | Order | Operations |
|---|-------|------------|
| We Choose to Go to the Moon | 1 | delete |
| The Fall of Saigon | 2 | delete |
| Allensworth | 3 | delete |
| It Came From the Cold War | 4 | delete |
| What Jackie Robinson did for America: Blacks Entering Major League Baseball | 5 | delete |
| Lucy's Legacy | 6 | delete |
| Buffalo Soldiers in the Sierra Nevada | 7 | delete |
| War Stories 1 - Palomar College | 8 | delete |
| War Stories 2 - Palomar College | 9 | delete |
| An Evening at Yoshi's, Part One | 10 | delete |
| An Evening at Yoshi's, Part Two | 11 | delete |

(Figure 7)



You can even **EMBED** your list on to any of the services that will allow you to embed code for your educational use, or simply share the playlist link. (Figure 8)

Share Playlist [Embed](#)

980 x 400

```
<iframe
src="http://www.3cm mediasolutions.org/playlists/
embed/65?key=&width=980&height=400"
width="980" height="400" scrolling="no"
allowfullscreen frameborder="0"></iframe>
```

(Figure 8)

| Playlist | Access | Operations |
|--|---------|--------------------------------|
| Lectures | | |
| Share Link: http://www.3cm mediasolutions.org/playlists/65 | public | Play Details Edit Delete |
| Series | private | Play Details Edit Delete |
| Astronomy | private | Play Details Edit Delete |

