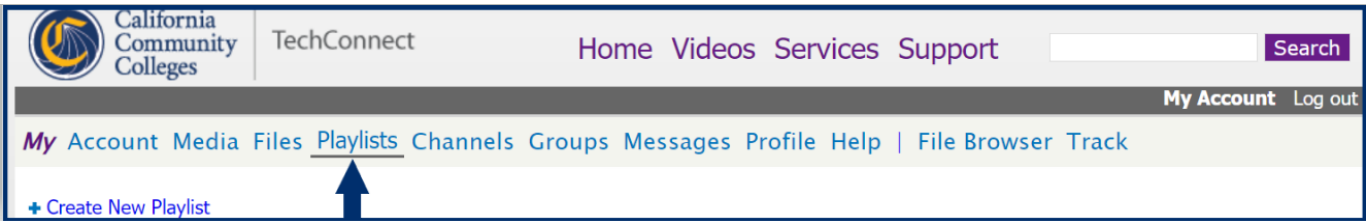


How To: CREATE PLAYLISTS

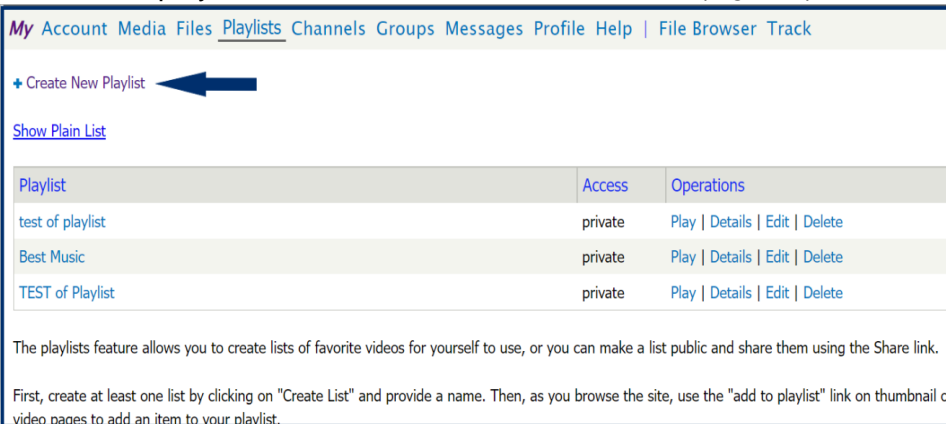
Playlist allows you to create different playlists for your use or to share with others. They are easy to create and allow you flexibility in using your media. Learn how to create one.

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



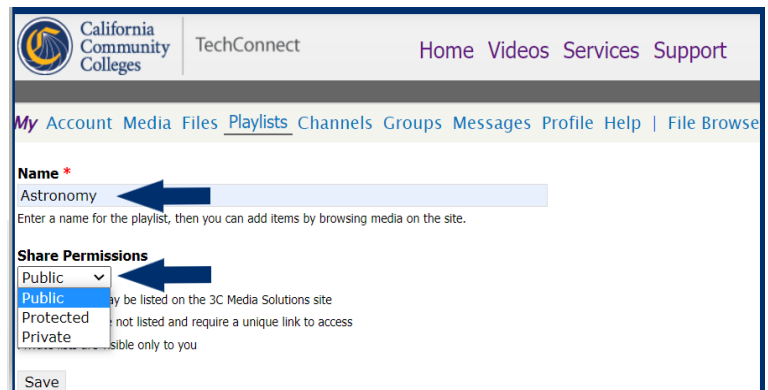
(Figure 1)

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



(Figure 2)

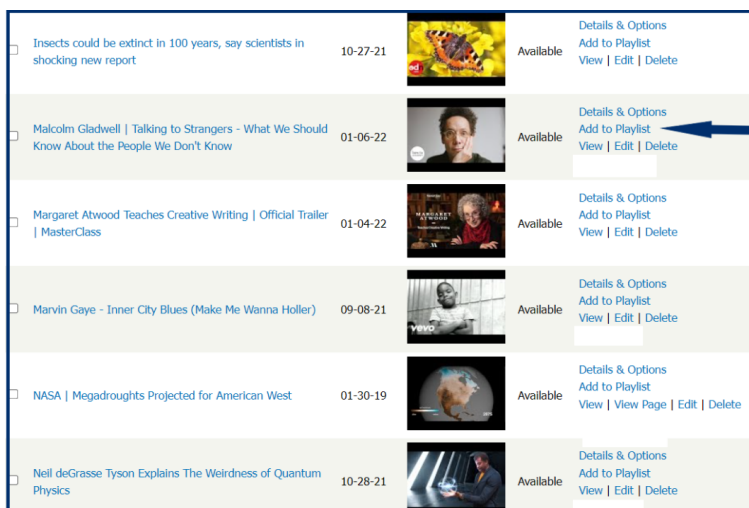
Provide a name for the playlist. Then choose if you want it to be public, protected, or private. Public lists may be listed on the 3C Media Solutions' website. Protected lists are not listed and require a unique link and access. Private lists are visible only to you. Click **SAVE**. (Figure 3)



(Figure 3)

If you have questions or want more information you can e-mail **TechConnect Support** at support@ccctechconnect.org.

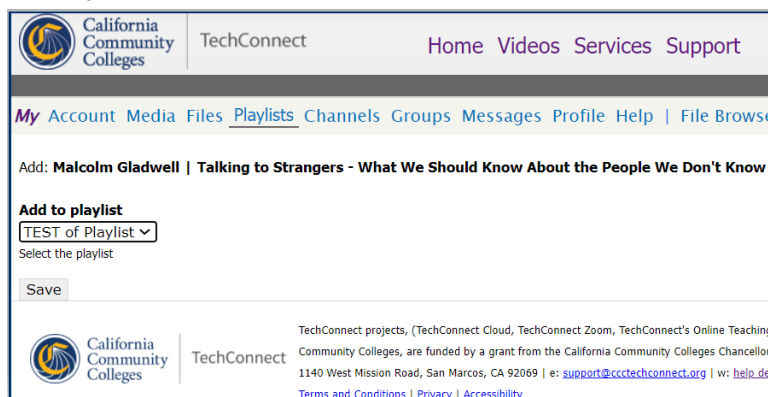
Now **Browse** the site to find a video you want to include in your list, then click **ADD TO PLAYLIST** to add videos to your saved list. (Figure 4).



(Figure 4)

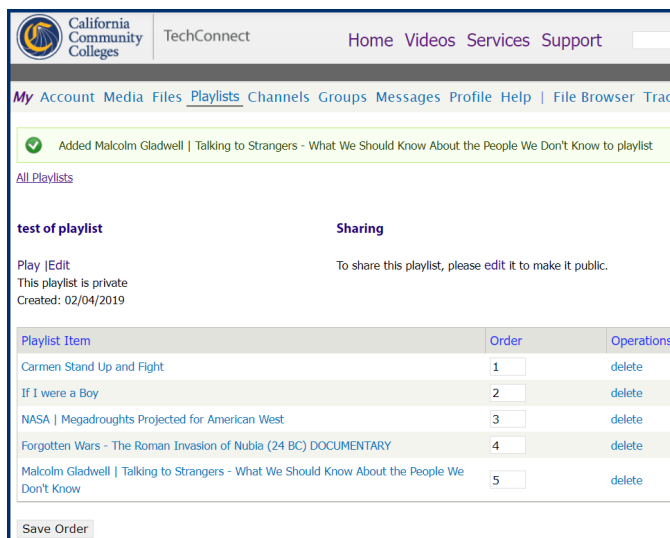
You will be directed to the **ADD MEDIA TO PLAYLIST** screen. There you will see the title of the video you selected. On this page, you can choose which Playlist the video is to be located on. (Figure 5)

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 website. (Figure 6)



(Figure 6)

If you have questions or want more information you can e-mail **TechConnect Support** at support@ccctechconnect.org.



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

The screenshot shows the TechConnect interface for a playlist. At the top, there are navigation links: Home, Videos, Services, Support. Below that, a user menu includes My Account, Media, Files, Playlists, Channels, Groups, Messages, Profile, Help, File Browser, and Track. The main content area shows the playlist 'test of playlist' with a 'Sharing' section indicating it is private. Below this is a table of playlist items:

Playlist Item	Order	Operations
Malcolm Gladwell Talking to Strangers - What We Should Know About the People We Don't Know	1	delete
Carmen Stand Up and Fight	2	delete
If I were a Boy	3	delete
Forgotten Wars - The Roman Invasion of Nubia (24 BC) DOCUMENTARY	4	delete
NASA Megadroughts Projected for American West	5	delete

At the bottom of the table is a 'Save Order' button with a blue arrow pointing to it.

(Figure 7)

You can embed your list onto any of the services that will allow you to embed code for your educational use or share the playlist link. Your playlist must be public to share. To share this playlist, please edit it to make it public. (Figure 8)

The figure consists of two side-by-side screenshots. The left screenshot shows the 'Sharing' section with an 'Embed' button highlighted by a blue arrow. Below it are input fields for width (980) and height (400), and a checkbox for 'Use HTTPS'. Below these is an iframes code snippet: `<iframe src="https://3cmediasolutions.org/playlists/embed/1862?key=&width=980&height=400" width="980" height="400" scrolling="no" allowfullscreen frameborder="0"></iframe>`. The right screenshot shows a table of playlists with columns for 'Playlist', 'Access', and 'Operations'. The 'test of playlist' is highlighted in blue and has 'public' access, with a blue arrow pointing to the 'public' text. Below it are two other playlists, 'Best Music' and 'TEST of Playlist', both with 'private' access.

(Figure 8)