



# CHAPTER 9

## Manage Featured Videos

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Revised: May 31, 2011  
OL-21595-04

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### Concepts

- [Understand What It Means to Feature a Video, page 9-1](#)

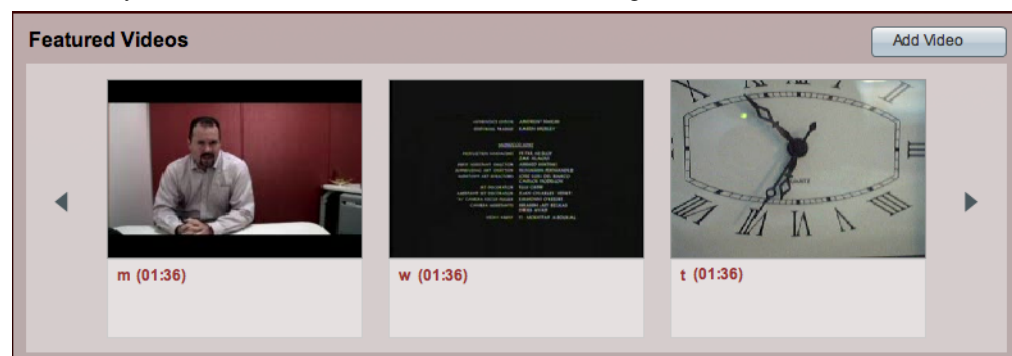
### Understand What It Means to Feature a Video

You can encourage your Cisco Show and Share community to watch particular videos that you emphasize and make prominent. For example, you might spotlight videos that:

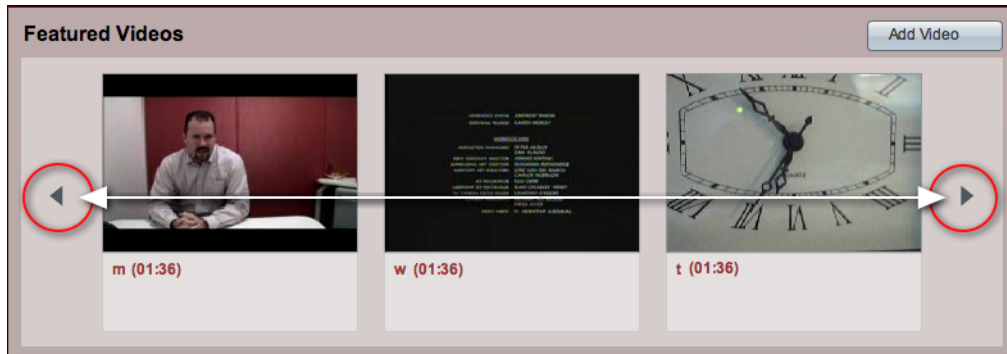
- Announce important information, including opportunities and deadlines.
- Spread exciting or joyous news, or reveal the outcome of a vote or contest.
- Introduce new tools, concepts, or policies, or explain something clearly that was confusing.
- Replay a significant or relevant event or meeting.

Cisco Show and Share then spotlights these videos in its Featured Videos browser, which all users see.

Until you populate the Featured Videos browser for your site, it remains empty. But whenever the Featured Videos browser is populated, thumbnail preview images for spotlighted videos are visible to all community members under the Featured Videos heading.



Site visitors simply click the left and right arrows to browse through featured videos and, at their discretion, click a thumbnail to start playback for the corresponding video.



## Procedures

- [Add Videos to the Featured Videos Browser, page 9-2](#)
- [Reorder Videos in the Featured Video Browser, page 9-4](#)
- [Delete Videos from the Featured Video Browser, page 9-4](#)

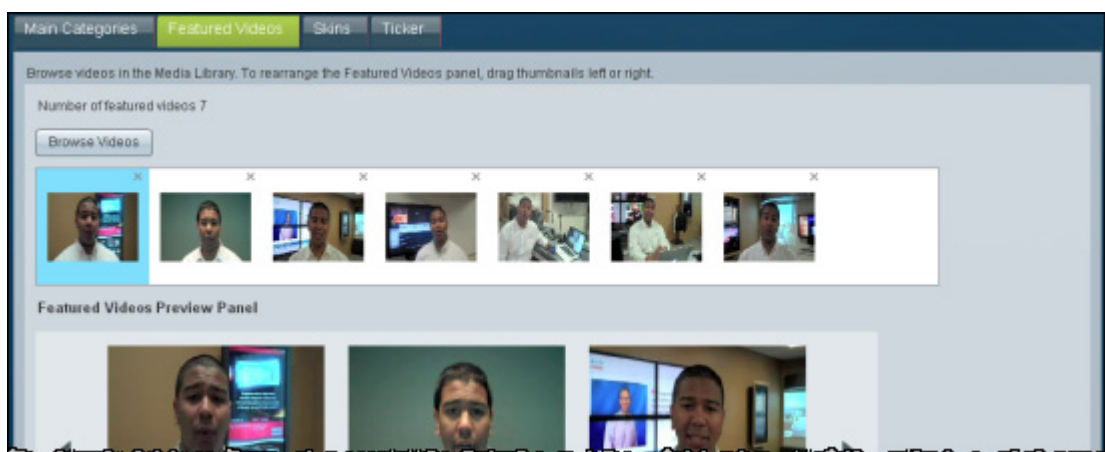
## Add Videos to the Featured Videos Browser

### Procedure

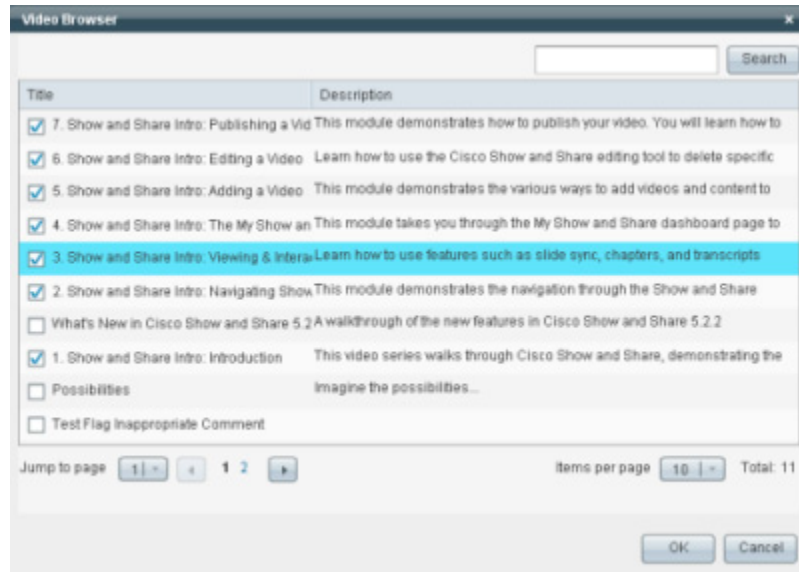
**Step 1** Choose **Administration** from the global navigation.

**Step 2** Choose **Customize > Featured Videos**.

The Featured Video management screen appears. It has a staging area, where you can add, remove, or reorder the featured videos, and a preview panel where you can see what the Featured Video panel will look like on the home page.



- Step 3** Click **Browse Videos** to open the Video Browser.  
The Video Browser dialog opens.



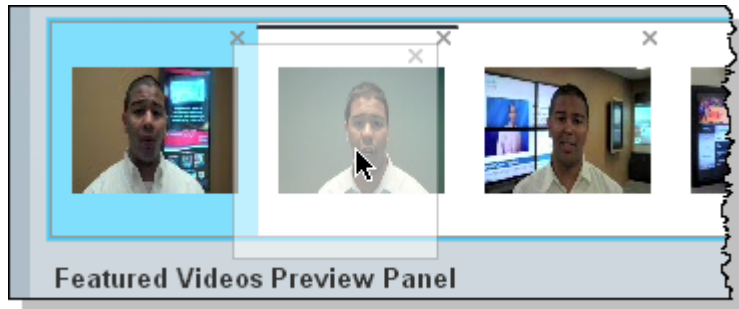
- Step 4** Check the check box in the Title column to select a video to appear in the featured video list. You can select multiple videos. Clear the checkboxes of videos that you do not want to appear. You can page through the videos or search for videos with specific words in their titles or descriptions.
- Step 5** Click **OK** to close the Video Browser.  
The selected videos appear in the Featured Video staging area.
- Step 6** (Optional) Reorder the videos. See [Reorder Videos in the Featured Video Browser, page 9-4](#).
- Step 7** Click **Apply**.
- Step 8** Stop. You have completed this procedure.

## Reorder Videos in the Featured Video Browser

### Procedure

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- Step 1** Choose **Administration** from the global navigation.
- Step 2** Choose **Customize > Featured Videos**.
- Step 3** Click a thumbnail in the staging area and drag it left or right. Drop it on the location where you want it to appear.



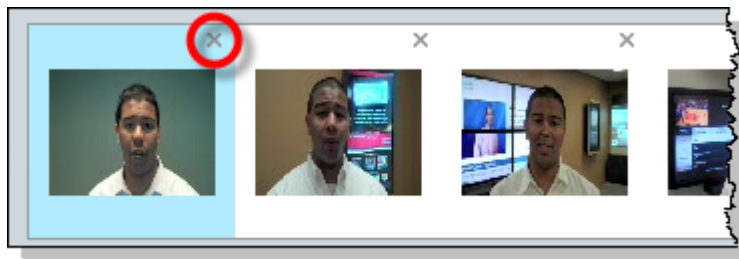
- Step 4** Click **Apply**.
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## Delete Videos from the Featured Video Browser

### Procedure

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- Step 1** Choose **Administration** from the global navigation.
- Step 2** Choose **Customize > Featured Videos**.
- Step 3** Click the **X** icon above the video you want to remove from the featured video list.



- Step 4** Click **Apply**.
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