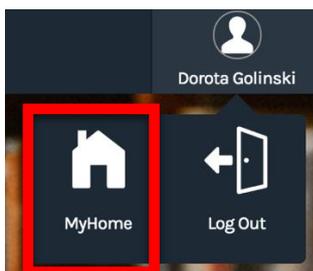


# Do More with Planet eStream

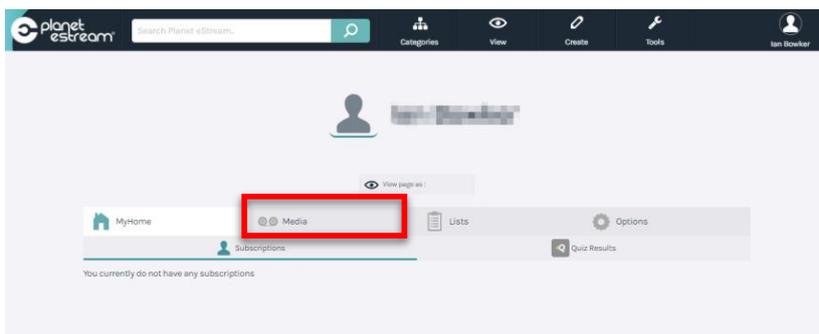
## Accessing content previously stored on Medial

All content that you will have had hosted on Medial has been migrated over to Planet eStream ready for you when to start using immediately.

To access your content, click on your name in the top right corner of the top toolbar and select the **MyHome** dropdown icon:



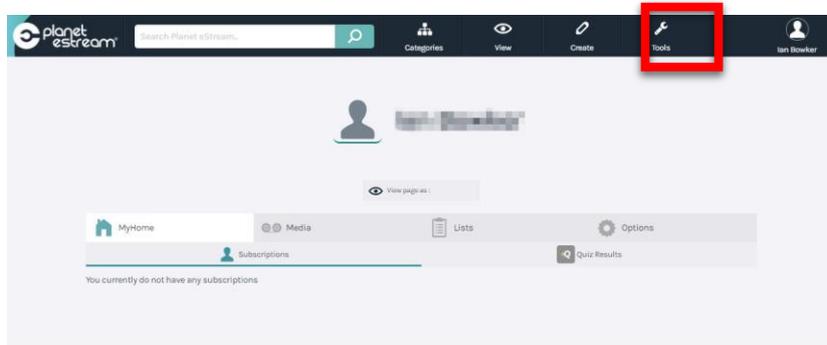
Once in the MyHome page select the **Media icon** from the main navigation bar:



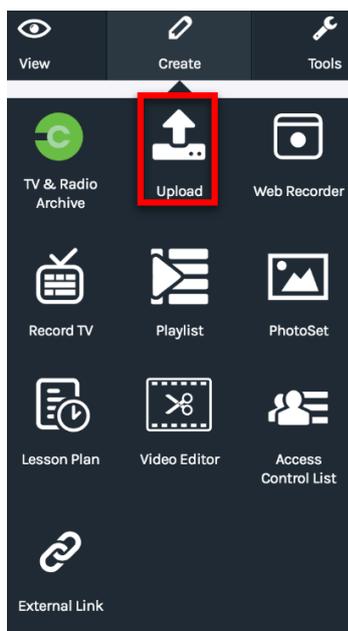
Then your media should appear as a list below the main navigation bar.

Importing a video or another media content into Planet eStream

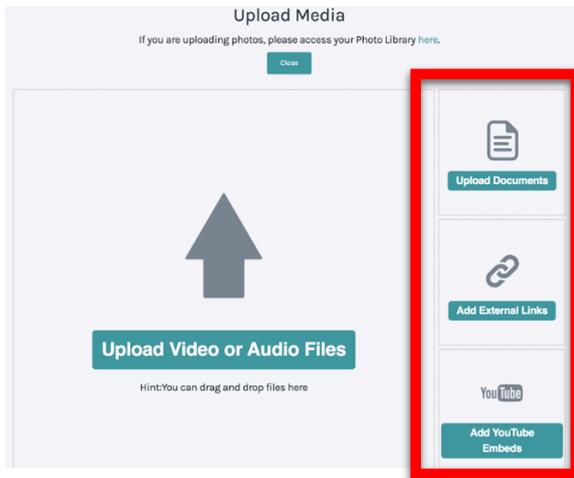
Once in the **MyHome** page to import a video or other media content select the **Create** icon from the top toolbar:



Then select the **Upload** icon from the drop down:

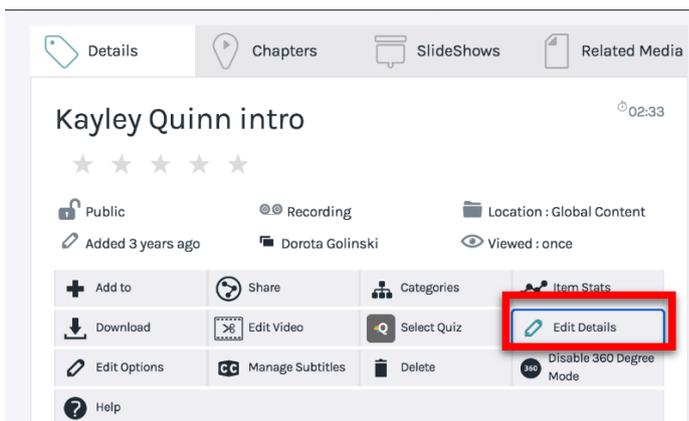


Depending on what media you are Uploading select the **media type** from the available options. Planet eStream supports upload of videos, audio, images, documents and webinks. You can also embed YouTube videos:

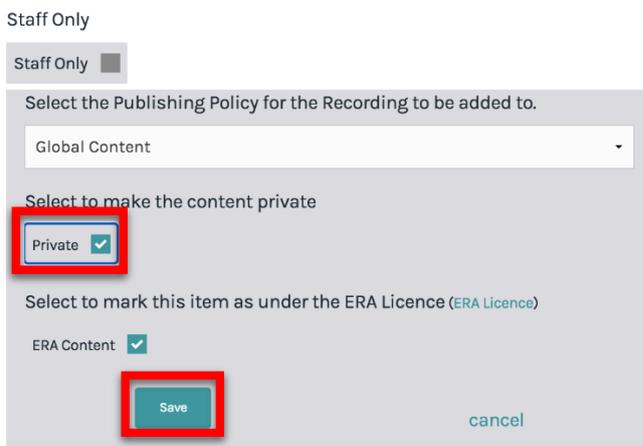


**When uploading videos Planet eStream will automatically convert them into a format that will work on all devices.**

To make the content private select the content by clicking on its name and then select **Edit Details**:

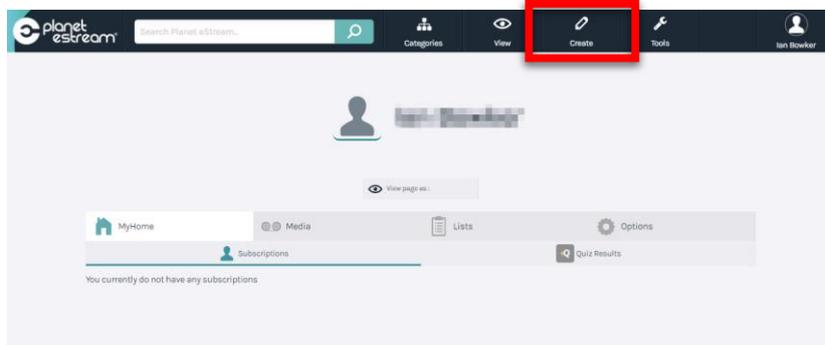


Then tick the **Private** box on the next page and finally select **save**:



## Creating a video directly within Planet e-stream

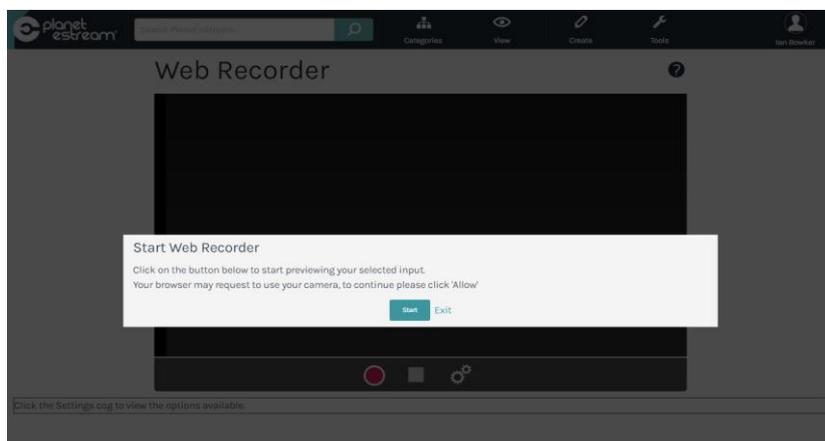
Once in the **MyHome** page to create a video directly within Planet e-Stream select the **Create** icon from the top toolbar:



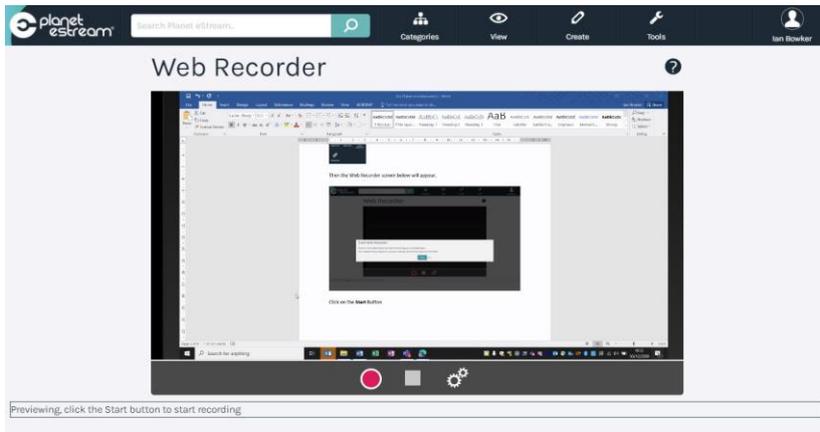
Then select the **Web Recorder** icon from the dropdown:



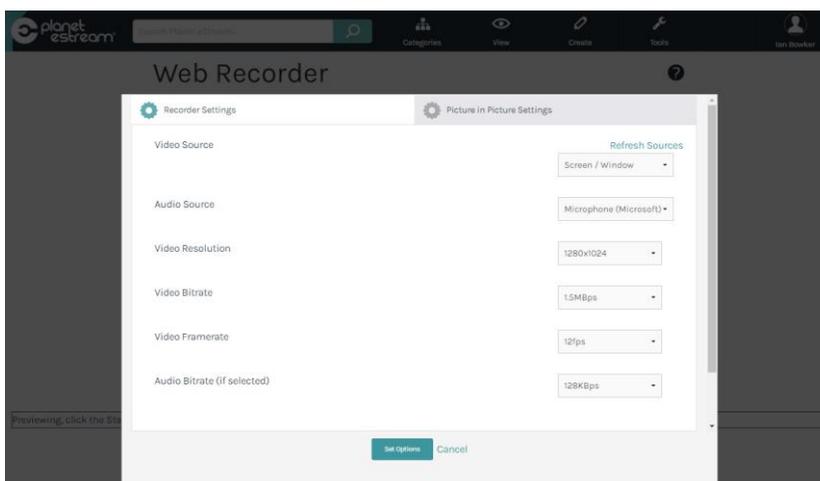
Then the Web Recorder screen with a modal box over it will appear:



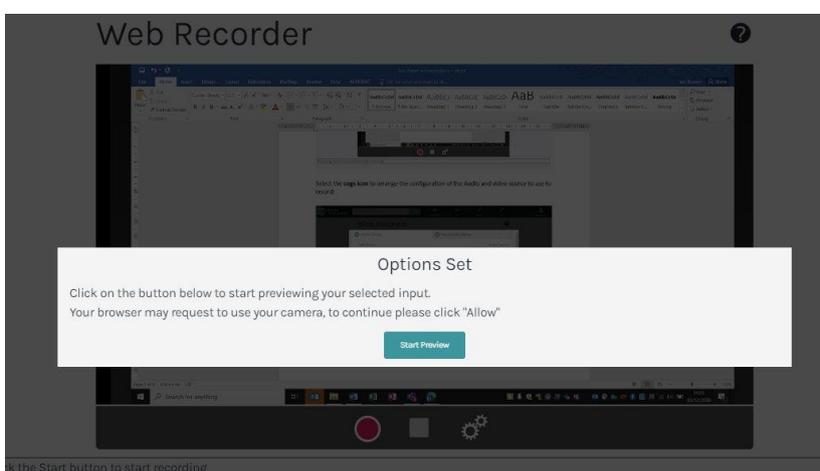
Click on the **Start** Button and the Web Recorder screen should now appear showing what you are going to record on it.



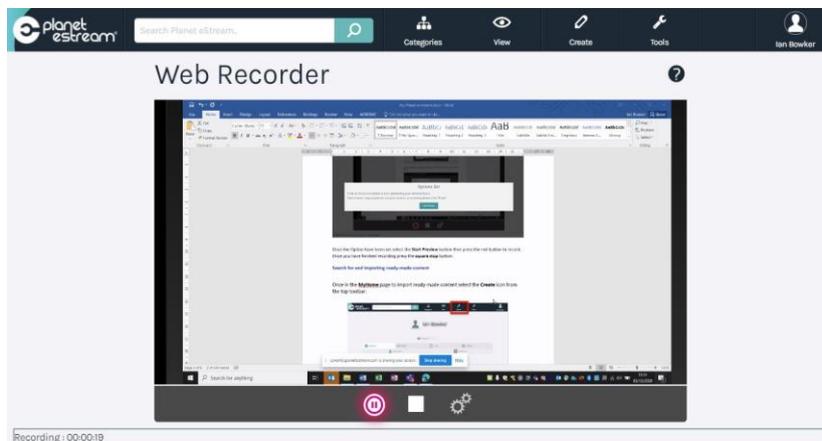
Select the **cogs icon** to arrange the configuration of the Audio and video source to use to record:



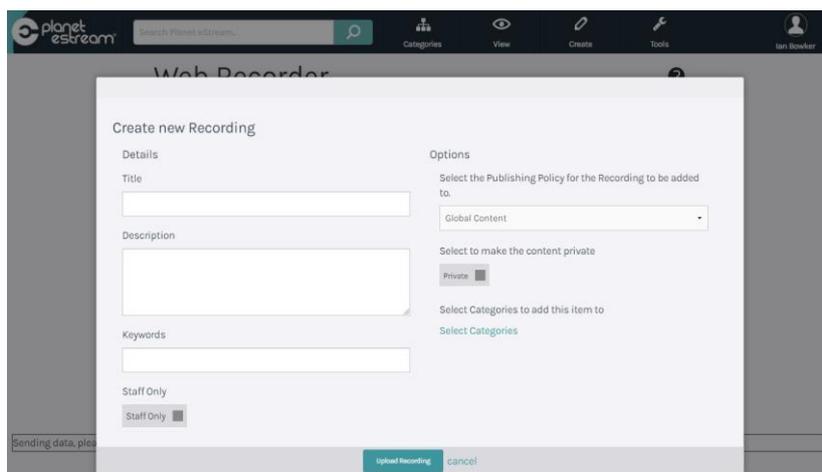
Once you have made all your selections click on the **Set Option** button:



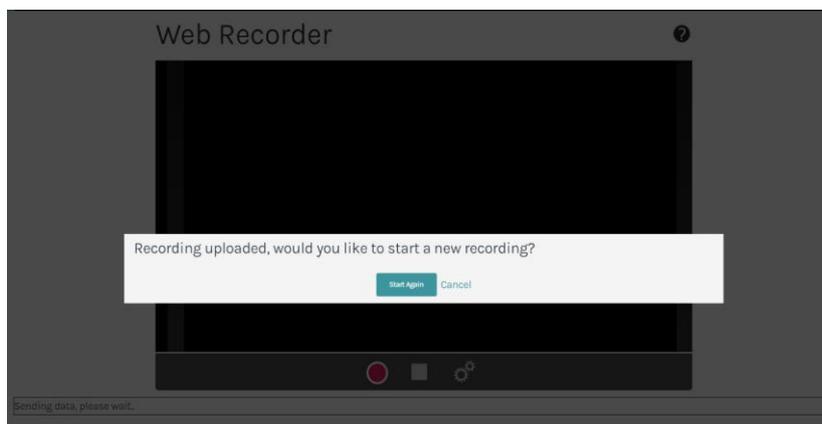
Once the Option have been set select the **Start Preview** button then press the red button to record. Once you have finished recording press the **square stop** button:



Then add the new Recording Details and press the **Upload Recording** button to start the transcoding process:



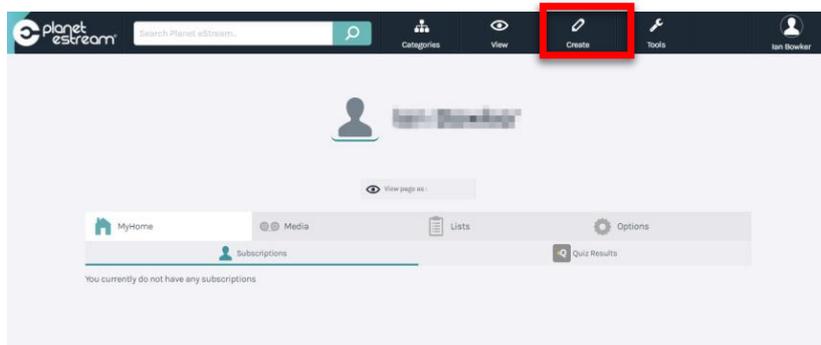
If you want to make another video select the **Start Again** button or **Cancel** if you are finished:



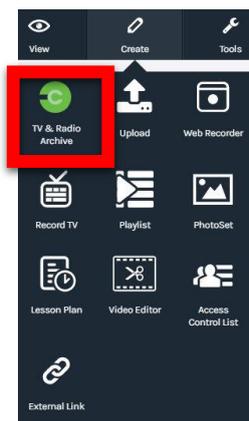
Once your video has been transcoded it will appear in you library on the media page. This can take some time to appear as creating media is a time consuming process particularly if it is a long video.

### Search for and importing ready-made content

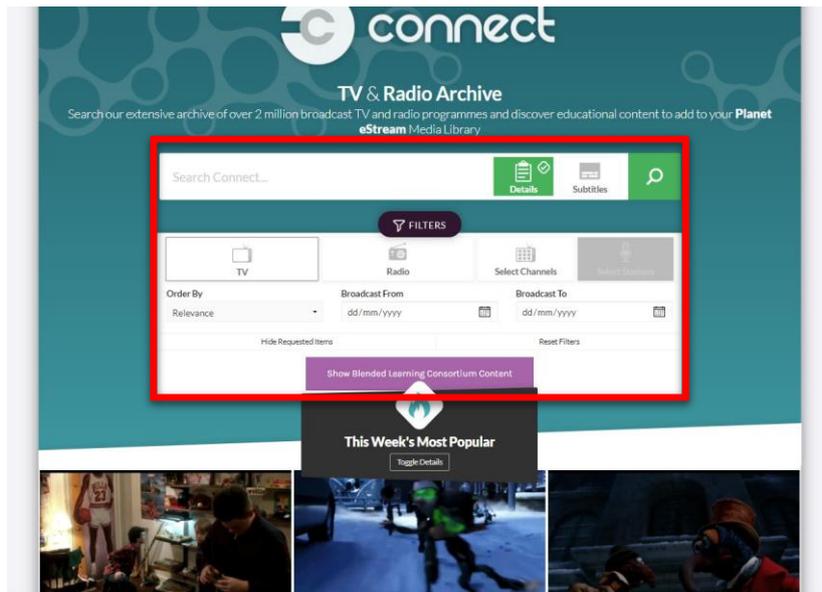
Once in the **MyHome** page to import ready-made content select the **Create** icon from the top toolbar:



Then select the **TV & Radio Archive** icon from the dropdown:



Then your media should appear as below the main navigation bar or you can search for a specific piece of media by using the **Search of Filters** sections at the top of the screen:



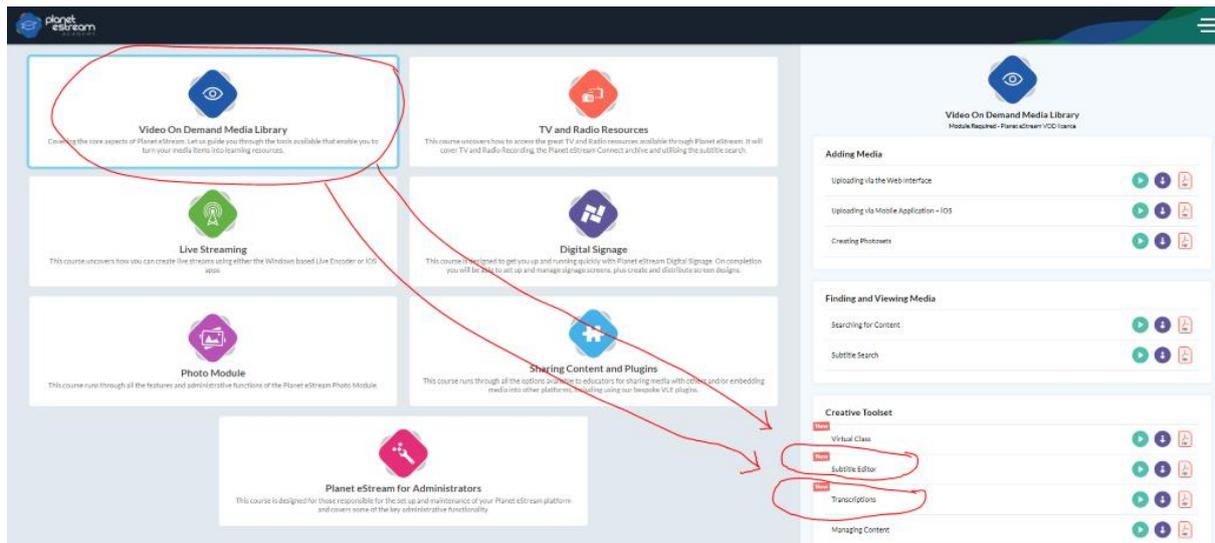
From this page you can select the media that you want and then once found click on **Import to Planet eStream** to import it to your own library.

Add and edit subtitles and transcriptions in Planet eStream (Nov 2020)

Click on:

<https://www.planetstream.co.uk/academy/default.aspx?module=photolibrary&course=1>

Click on “Video on Demand Media Library” tile, then you can view Transcriptions and Subtitle editor online video guides, or download the pdf files (new guides as of Nov 2020)



For your reference I have also downloaded and embedded the pdf guides below, please note the free transcription service is the “Mozilla DeepSpeech” This is free option and provides a machine-based service, whereby artificial intelligence is used to detect the words that are being said and convert these to text.

DeepSpeech transcription is available in English only and accuracy is not guaranteed.



Video on Demand - Automatic Transcrip

As per all use of automated translation services, the user is advised to then go and personally correct any errors that occurred using the following procedure.



Video on Demand - Subtitle Editor.pdf