Transfer Ownership of MU Video Media

These directions presume that you have successfully logged into your MU Video account.

NOTE: The person to whom you wish to transfer or share ownership of media in MU Video must have an account in MU Video. Millersville.edu users may create an account by logging in to MU Video.

1. Click on your name in the upper right and select "My Media" from your user menu options.
2. Select the piece of media for which you would like to add a collaborator or transfer ownership.
3. Select Edit from the Actions menu.
4. Select the "Collaboration" tab.
5. To transfer Media Ownership click "Change Media Owner"
   a. In the "Type user name" box, type the first name, last name, or username of the person to whom you wish to transfer this clip.
   b. Wait a few seconds while MU Video searches for, and then displays, possible matches. If the correct person does not appear in the list of matches, they may not have an MU Video account.
   c. From the list of possible matches, select the person to whom you wish to transfer ownership of this clip.
   d. Click the "Save" button.

See Also:

• Adding Collaborators to Media in MU Video
Help Desk Contact Info
Location: Boyer Building
Phone: 717-871-7777
Email: help@millersville.edu
Classroom Hotline: 717-871-7280
After Hours D2L Help: 877-325-7778

D2L Email and Live Chat

Hours:

Call Center
- Fall/Spring Semesters:
  - M-TH 8AM - 7PM EST, F 8AM - 5PM EST
- Summer Sessions:
  - M-F 8AM - 4PM EST

Walk-in TAC
- M 9-11AM, 12-7PM
- T 11AM-4PM
- W 9-10:30AM, 1-7PM
- TH 9AM-5PM
- F 9-11AM, 1-4PM

By Appointment - book an appointment

Technical Assistance Center - access via W. Frederick Street side of building