

Website Category: Student Guide to Embedding Content

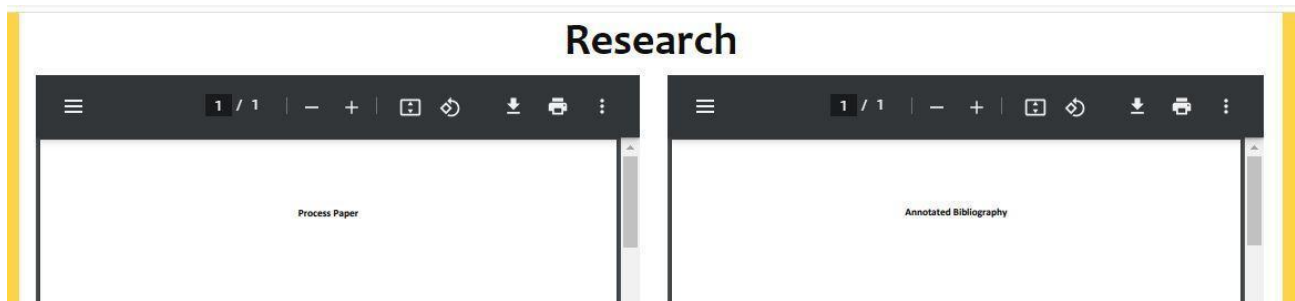
IMPORTANT: ALL CONTENT MUST BE EMBEDDED INSIDE YOUR WEBSITE.

- Upload **ALL CONTENT** to NHDWebCentral® so it is contained within your website.
- No logos, links, or buttons may lead to an external website.

Examples:

Embed files using the PDF viewer

Students are required to upload PDFs of their process paper and annotated bibliography in the



NHDWebCentral® platform. Most students will embed the PDFs as in the example below.

Hyperlink to an uploaded PDF

In the example below, a student used an image of a PDF icon with hyperlinked Process Paper text. When you click on Process Paper, the PDF opens in a new tab. Look at the URL – it shows that the PDF was uploaded to the student site.



Upload audio and video files

Properly uploaded audio and/or video files will look like the examples below. There will not be any logos or buttons that lead to outside websites. If you click on the audio/video, you will remain in the NHDWebCentral® platform.

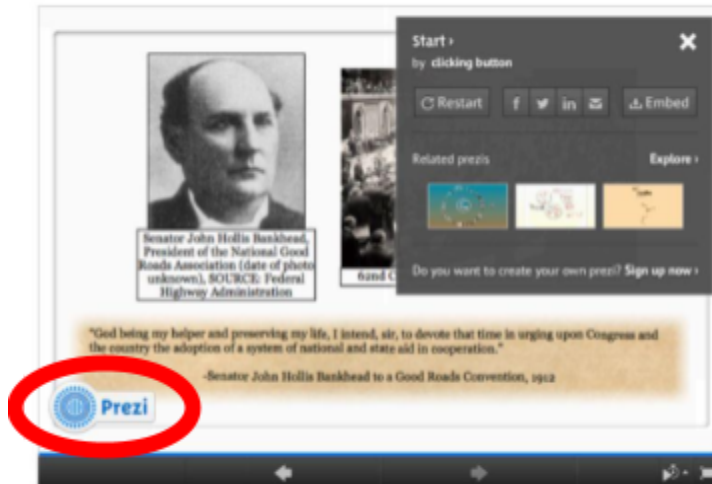
Website Category Rule Violations

THESE COMMON MISTAKES VIOLATE NHD RULES FOR WEBSITES

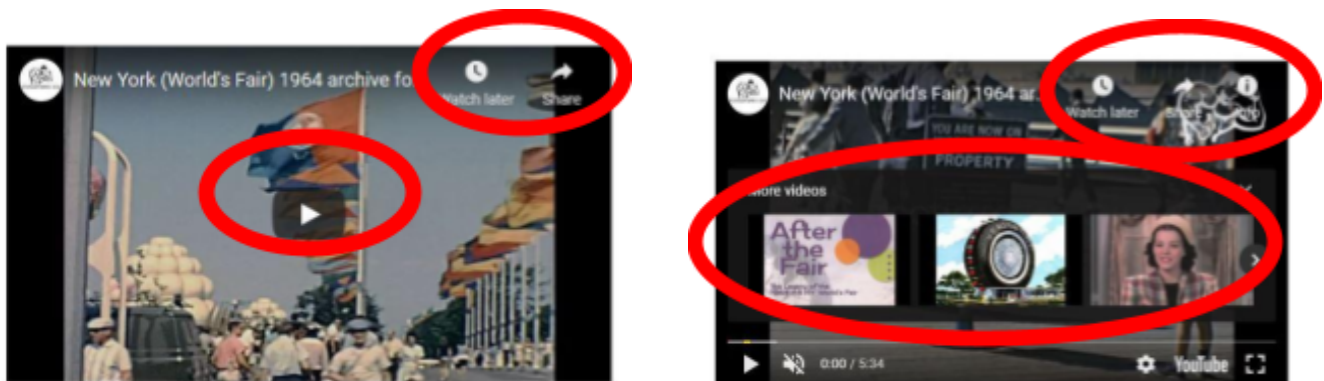
- Files that are not uploaded to NHDWebCentral®
- Files that are hosted on an outside website, folder, or server
- Logos, buttons, or hyperlinks that take viewers to an external website

Examples:

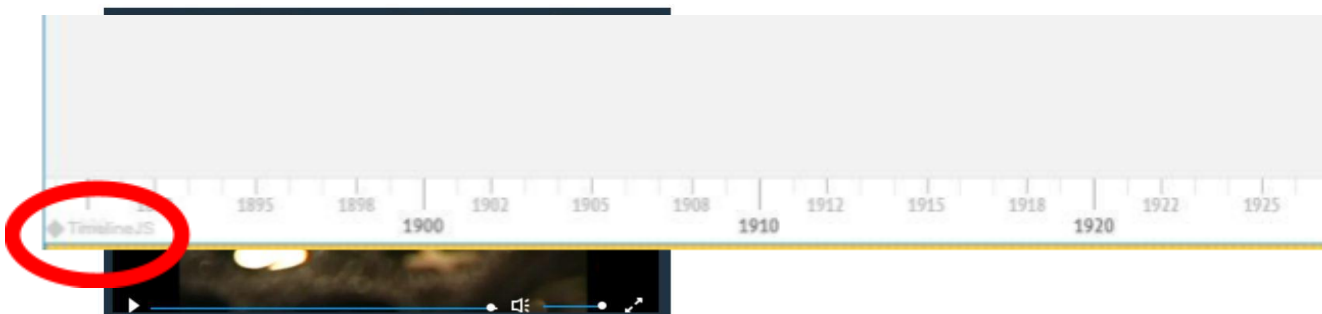
Prezi



YouTube Video

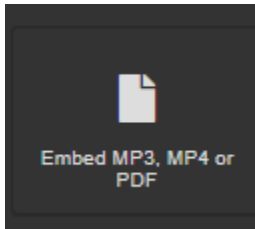


Timeline JS

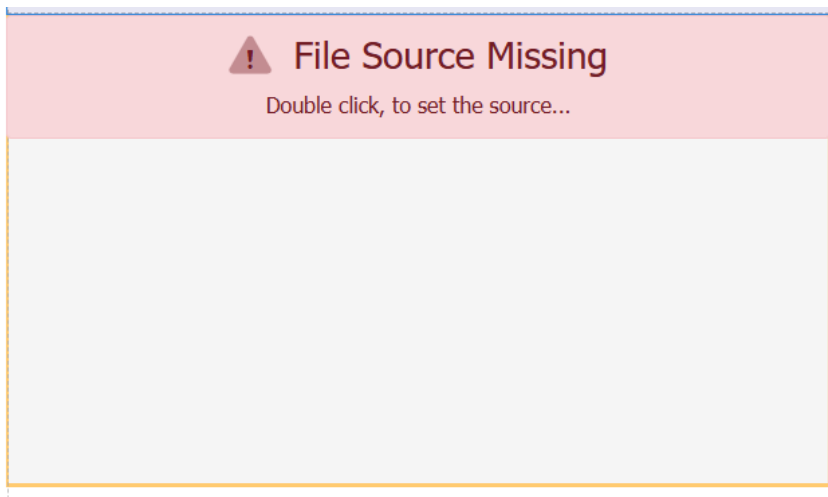


How to Embed Materials Inside Your Website

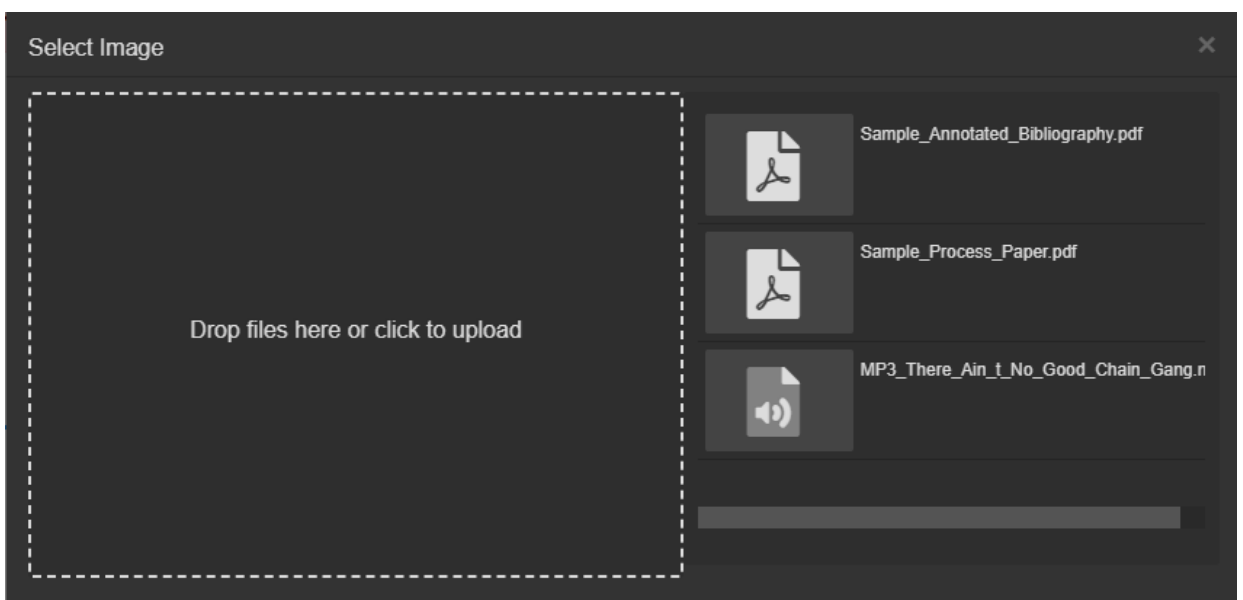
- In the website builder, drag and drop the **Embed MP3, MP4, or PDF** block onto your website page.



- From there, double-click on the **File Source Missing** box to upload an MP3, MP4, or PDF file from your website's file library or your computer.



- If you need to upload a file from your computer, you can either drag and drop the file into the upload box or click inside the box to open your computer's file manager. Then, find the file you want to upload and select it.



Please note: In addition to accepting MP3, MP4, and PDF files, you can also upload MOV video files. However, these are larger files and may take up more room in your file library.

How to Embed Materials Inside Your Website (cont.)

- After you upload your MP3, MP4, or PDF file, it will appear on your page with a banner at the top (shown below).
 - Click the banner once to select the file. You can then drag the corners of the file to make it larger or smaller on your page.
 - Double-click the banner to reopen the file library if you want to replace the file with one from your website's file library or from your computer.



- Repeat this process on any other website pages where you plan to add an MP3, MP4, or PDF file.