



# YouTube Account, Upload, & Share Instructions

Parent & Student Manual



**YELLOW**<sup>TM</sup>



# Welcome!

**This manual will guide you through creating your YouTube account, uploading your pitch video, and sharing it with us for submission.**



# Create Your YouTube Account & Channel



# Create Your YouTube Account + Channel - Step 1

1

**STEP 1** - To get started, you will need to have a free GMAIL email account.\* You can visit [www.gmail.com](http://www.gmail.com) to begin setting up your account. The first screen will prompt you to fill in your first and last name, a username of your choice, and a password. This is important as you must have a GMAIL account to set up your YouTube account.

Google

Create your Google Account  
to continue to Gmail

First name  
Yellow

Last name  
Work

Username  
yellowtestemail@gmail.com

You can use letters, numbers & periods

Password  
.....

Confirm  
.....

Use 8 or more characters with a mix of letters, numbers & symbols

Sign in instead

Next

One account. All of Google working for you.

**\*If you already have a G-Mail account, please click 'Sign In Instead' or go to [www.youtube.com](http://www.youtube.com) and skip to STEP 6.**



# Create Your YouTube Account + Channel - Step 2

2

**Step 2** - For account verification and safety, it will prompt you to input your phone number, a recovery e-mail address (optional), your birthday, and gender. You **MUST** be over 13 years old to create your GMAIL account.

The screenshot shows the Google account creation interface for Step 2. At the top, the Google logo is followed by the text "Yellow, welcome to Google" and the email address "yellowtestemail@gmail.com". The form includes several input fields: a country selector (USA) and a "Phone number (optional)" field with a note "We'll use your number for account security. It won't be visible to others."; a "Recovery email address (optional)" field with a note "We'll use it to keep your account secure"; a birthday section with "Month", "Day", and "Year" dropdowns and the label "Your birthday"; and a "Gender" dropdown menu currently set to "Female". A link "Why we ask for this information" is located below the gender field. At the bottom are "Back" and "Next" buttons. On the right side of the form, there is an illustration of a shield with a padlock, a laptop, a smartphone, and a birthday cake, with the text "Your personal info is private & safe" below it.



# Create Your YouTube Account + Channel - Step 3

3

**Step 3** - Google will then prompt you to verify your phone number. They will send a text with a 6-digit verification code. To secure your account, you can select SEND or you can click Not Now to come back to this step later.

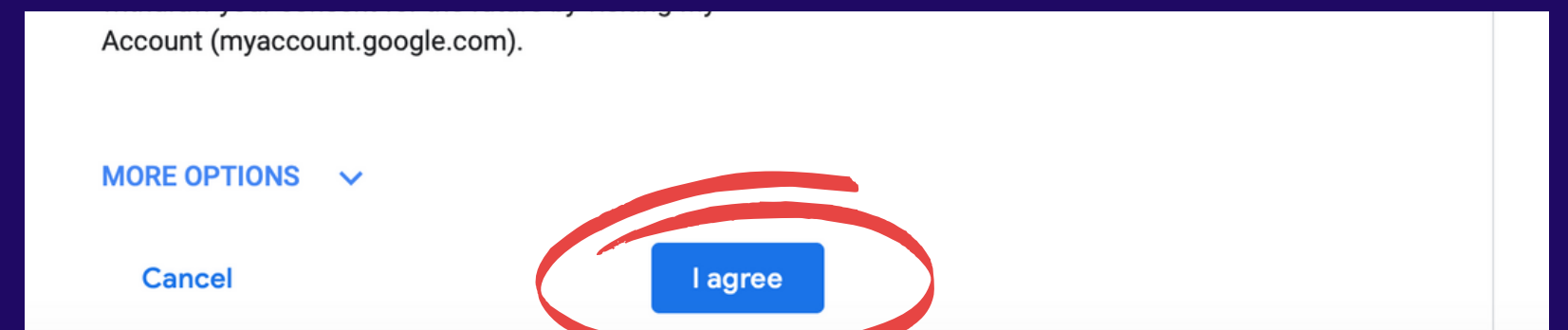
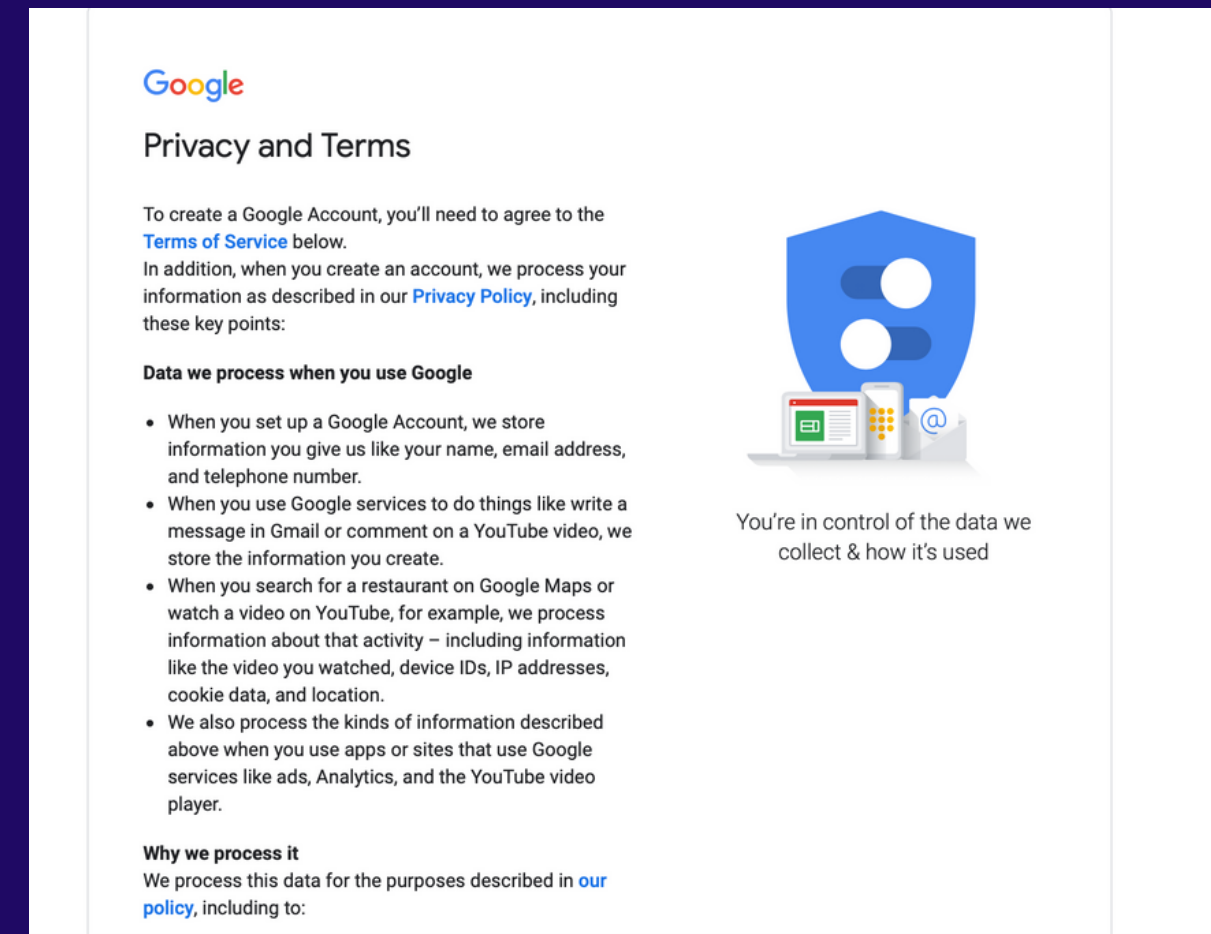
The screenshot shows the Google 'Verify your phone number' interface. At the top is the Google logo. Below it is the title 'Verify your phone number'. A paragraph explains that Google will send a text message with a 6-digit verification code, with a note that 'Standard rates apply'. There is a dropdown menu for country selection, currently showing the United States flag. Below the dropdown are two links: 'Back' and 'Not now'. A blue 'Send' button is positioned to the right of the 'Not now' link. On the right side of the screen is an illustration featuring a blue shield with a white padlock, a red balloon, a laptop displaying '\*\*\*\*', a smartphone, and a birthday cake. At the bottom right, a text message states 'Your personal info is private & safe'.



# Create Your YouTube Account + Channel - Step 4

4

**Step 4** - Next you will be promoted to Agree to the Privacy and Terms. Please be sure to read these thoroughly, and if you need any more clarification, you can select the 'More Options' menu. Click 'I Agree' to move forward.



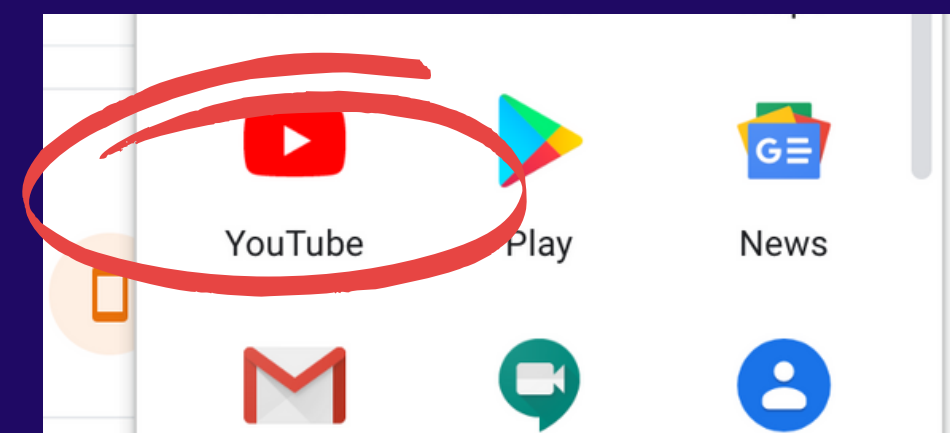
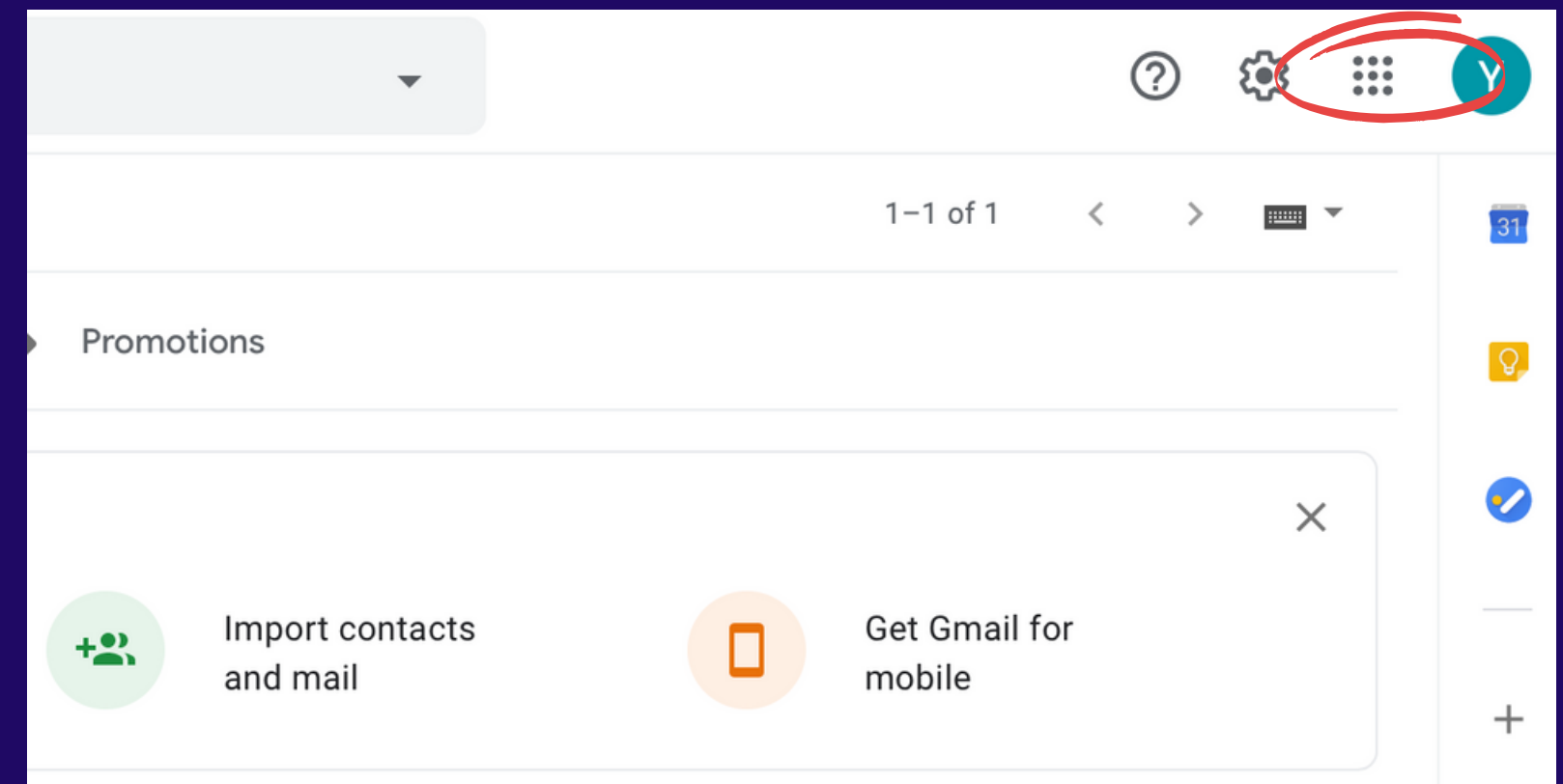




# Create Your YouTube Account + Channel - Step 5

5

**Step 5** - You will now be taken to your newly created GMAIL email inbox. Here you will be able to access YouTube and set up your YouTube Channel. At the top right will be a box of squares. Click that and you will see the YouTube icon pop up. Select that to move forward to creating your YouTube channel.



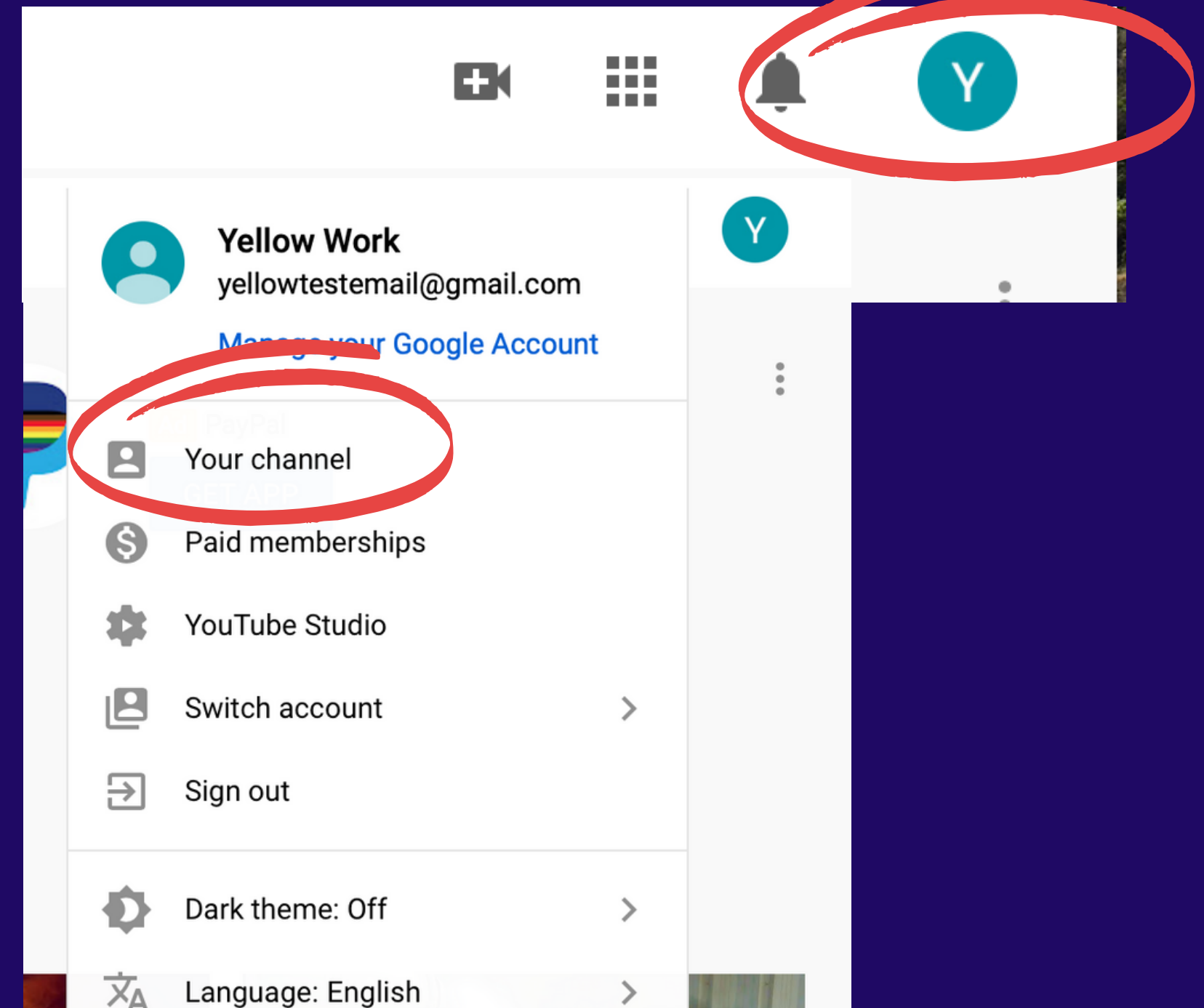




# Create Your YouTube Account + Channel - Step 6

6

**Step 6** - You have successfully connected to YouTube via GMAIL or you have gone to [www.YouTube.com](http://www.YouTube.com). Now, you will be prompted to create your Channel. You must have a YouTube Channel in order to upload any videos. In the top right corner, click on the circle and select 'Your Channel.'

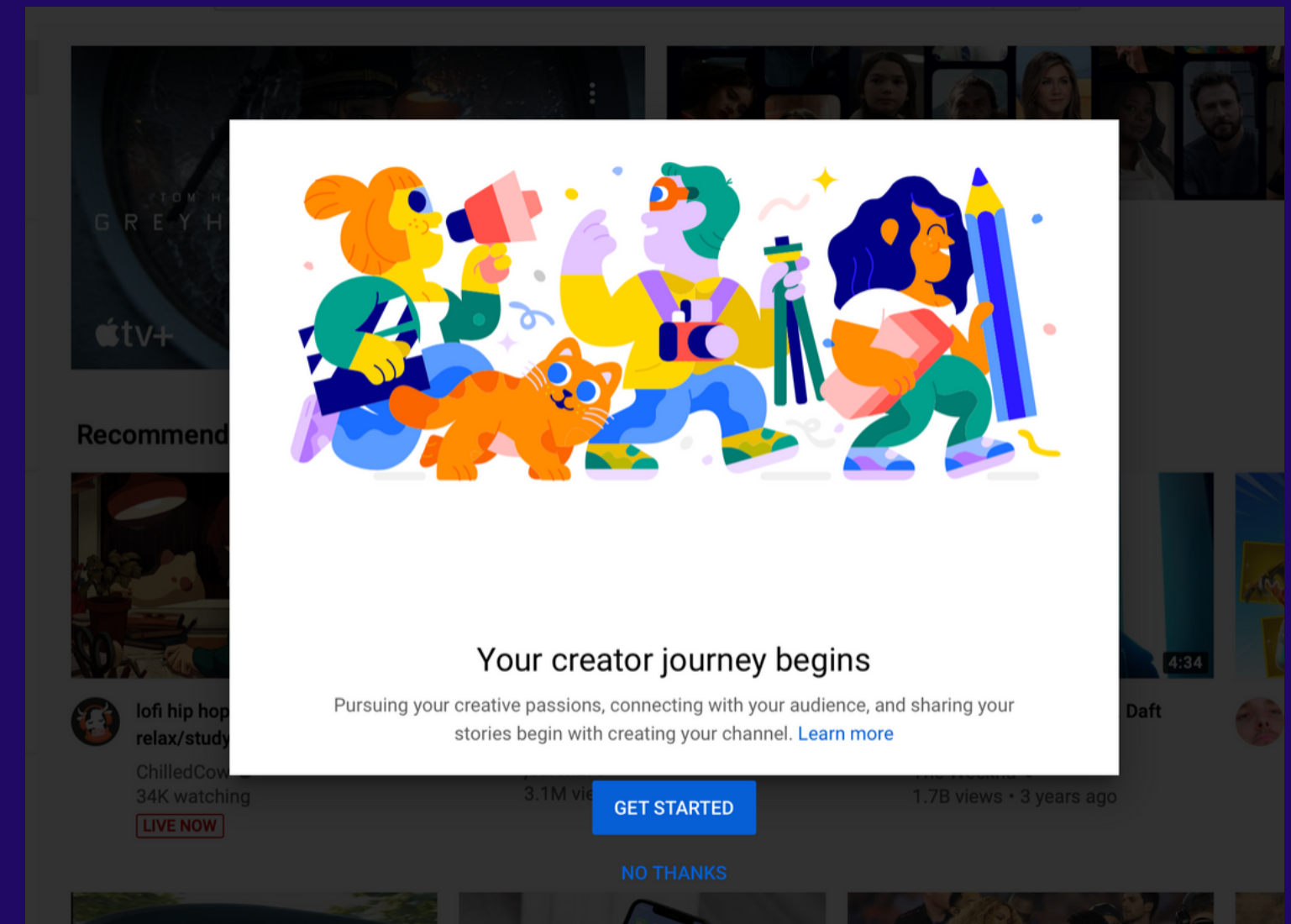




# Create Your YouTube Account + Channel - Step 7

7

Step 7 - Your creator journey begins! Click the 'GET STARTED' button.

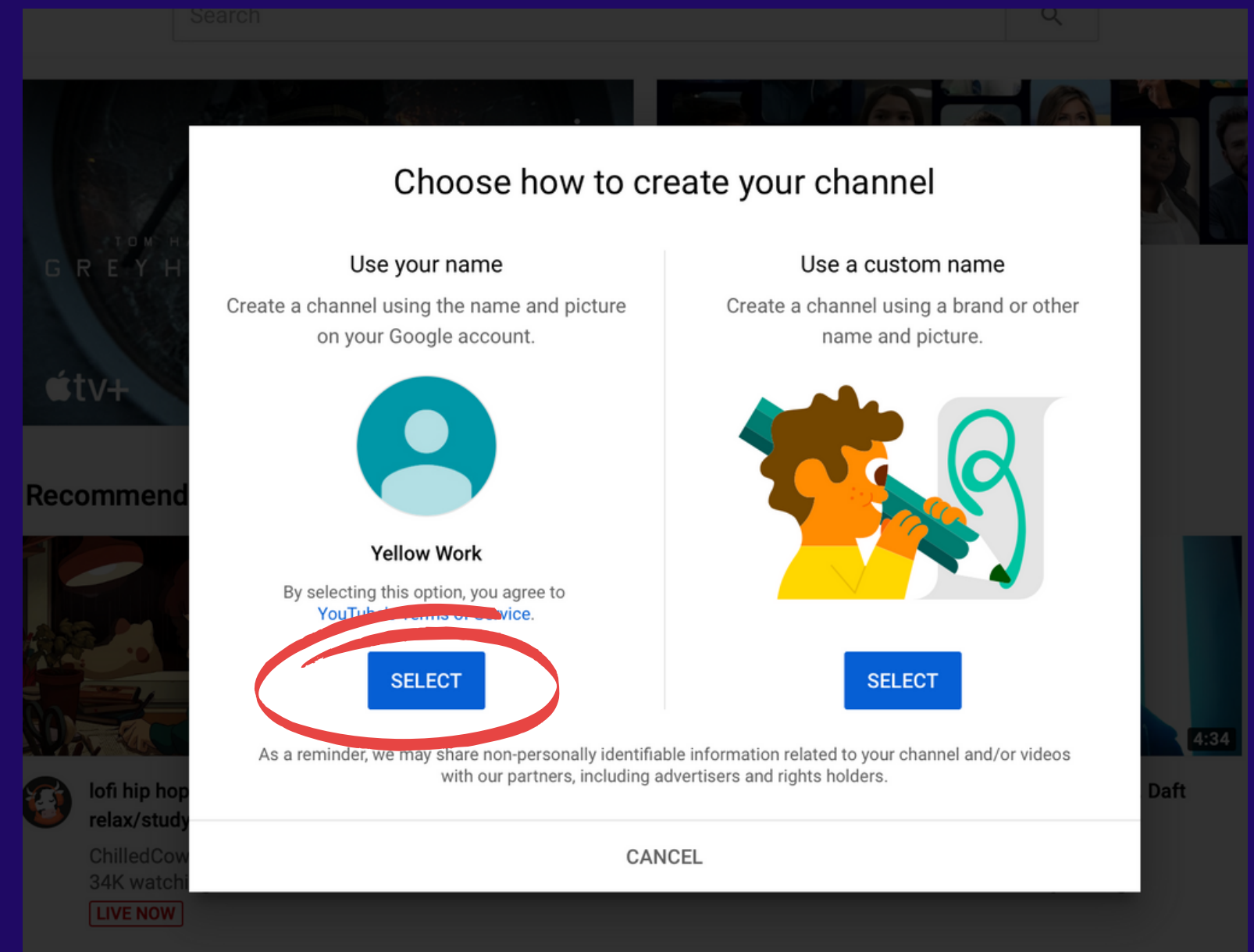




# Create Your YouTube Account + Channel - Step 8

8

**Step 8** - Now you will select how you want to create your channel. Since you're signed in, you will have the option to 'Use Your Name.' This is the option you will select. This is the most time-effective option so you do not have to spend time customizing your channel. You may customize later if you choose!






# Create Your YouTube Account + Channel - Step 9


9

**Step 9** - The next screen will prompt you to add your picture and other links, but you can click the SET UP LATER button for the sake of time. Selecting that option will not prevent you from creating your channel.

Nice work!  
Your channel "Yellow Work" has been created.  
Next, follow the steps to complete your channel. You can do these steps now or come back to them later.



Upload a profile picture  
Your profile picture appears next to your videos, comments, and other places. It's your signature image on YouTube. [Learn more](#)



UPLOAD PICTURE

Your profile picture is linked to your Google Account. Any changes will show on your account and channel, and may take a few minutes to

URL <https://www.facebook.com/> add profile name

URL <https://www.twitter.com/> add profile name

URL <https://www.instagram.com/> add profile name

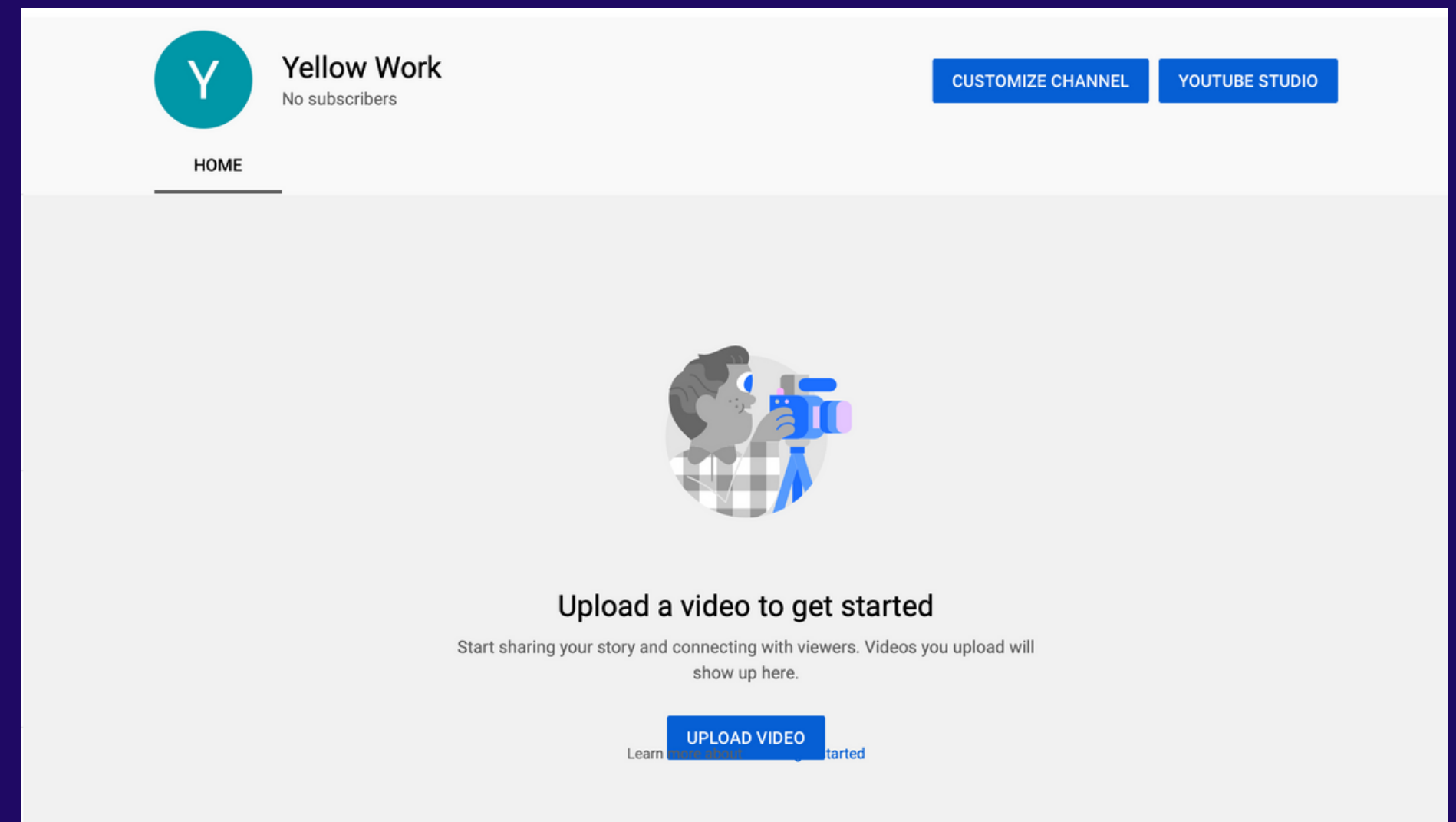
**SET UP LATER** SAVE AND CONTINUE



# Create Your YouTube Account + Channel - Step 10

10

**Step 10** - Congratulations, you have created your YouTube Channel! The next set of instructions will show you how to upload a video.





**Upload Your  
Pitch To  
YouTube**

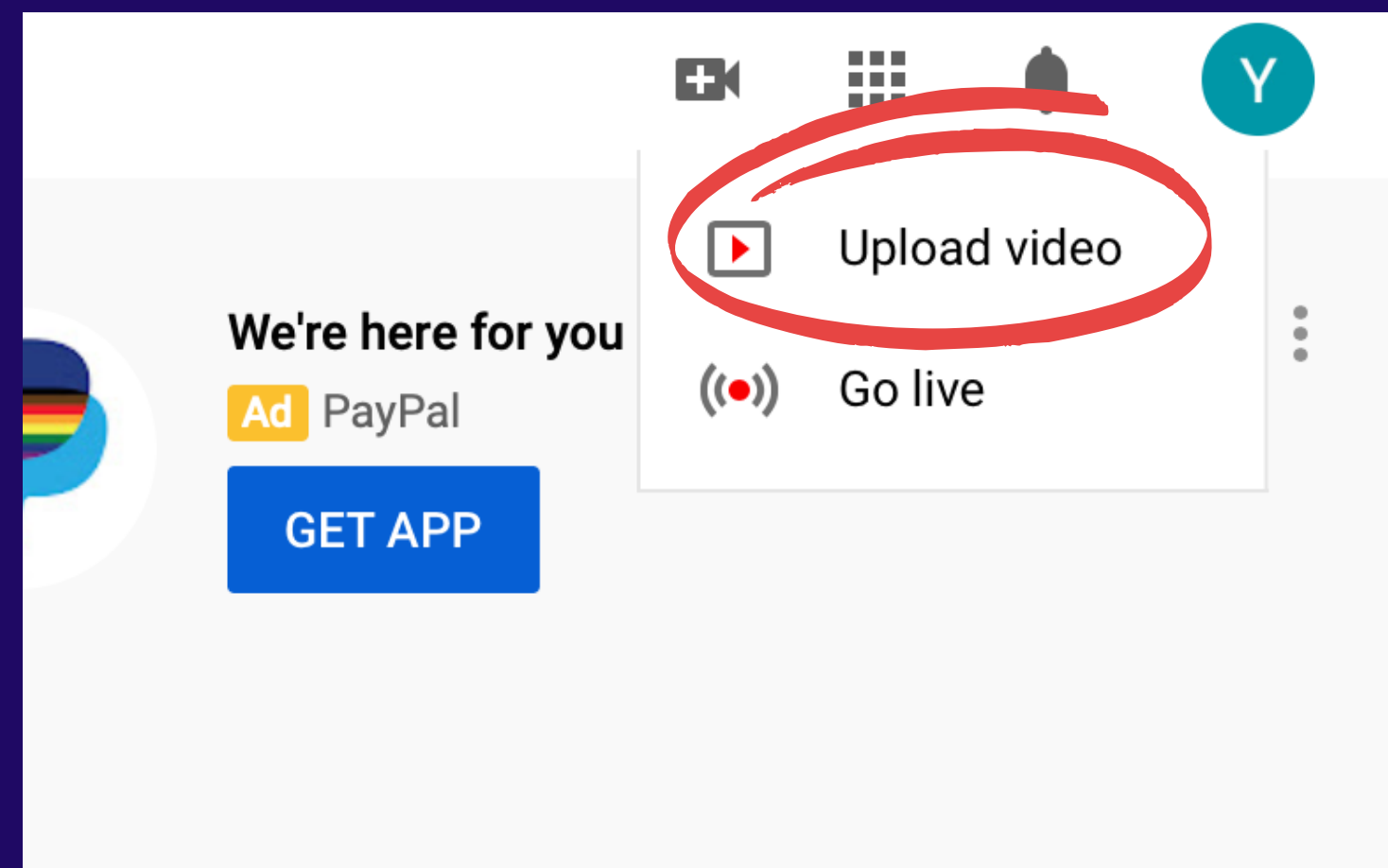
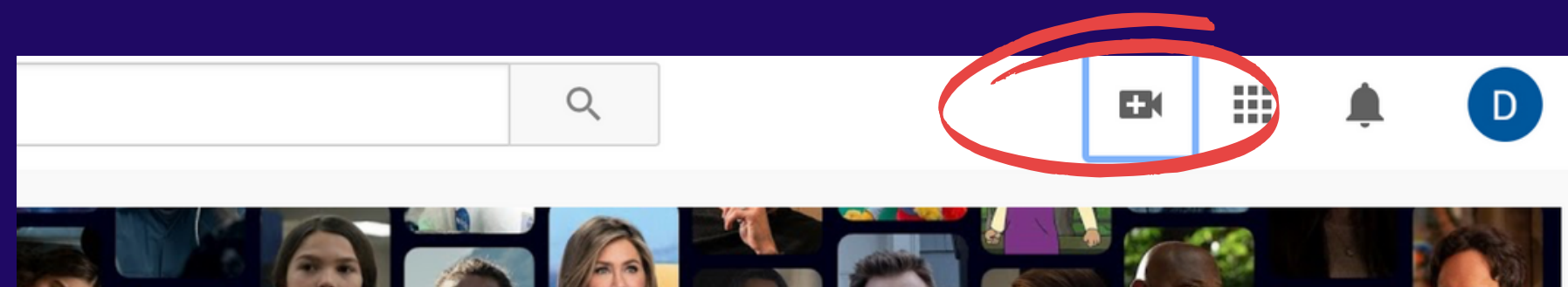




# Upload Your Pitch To YouTube - Step 1

1

Step 1 - Make sure you are logged-in to your YouTube account. See the previous set of instructions for a refresher. Look to the top right corner of your screen, and you will see a video camera with a plus (+) sign. Click on that and select Upload Video.



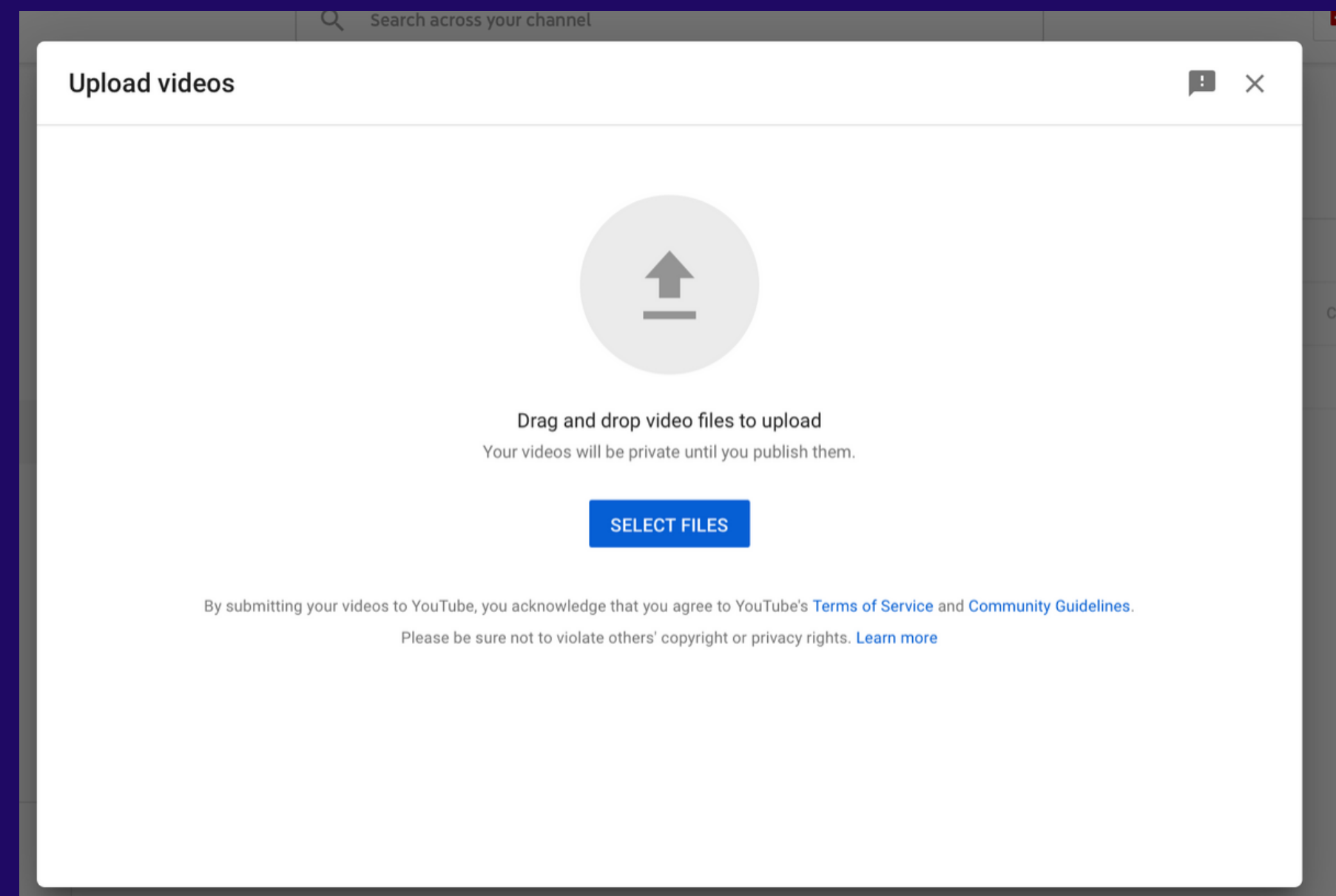




# Upload Your Pitch To YouTube - Step 2

2

**Step 2** - A screen will pop up that will prompt you to Select Files. **Important Note:** Make sure you have your video on your computer ready to be uploaded. You can do this by e-mailing it to yourself and then downloading it on your computer. If you're using a phone, it will prompt you to open your Photo/Video Album where your video is stored.

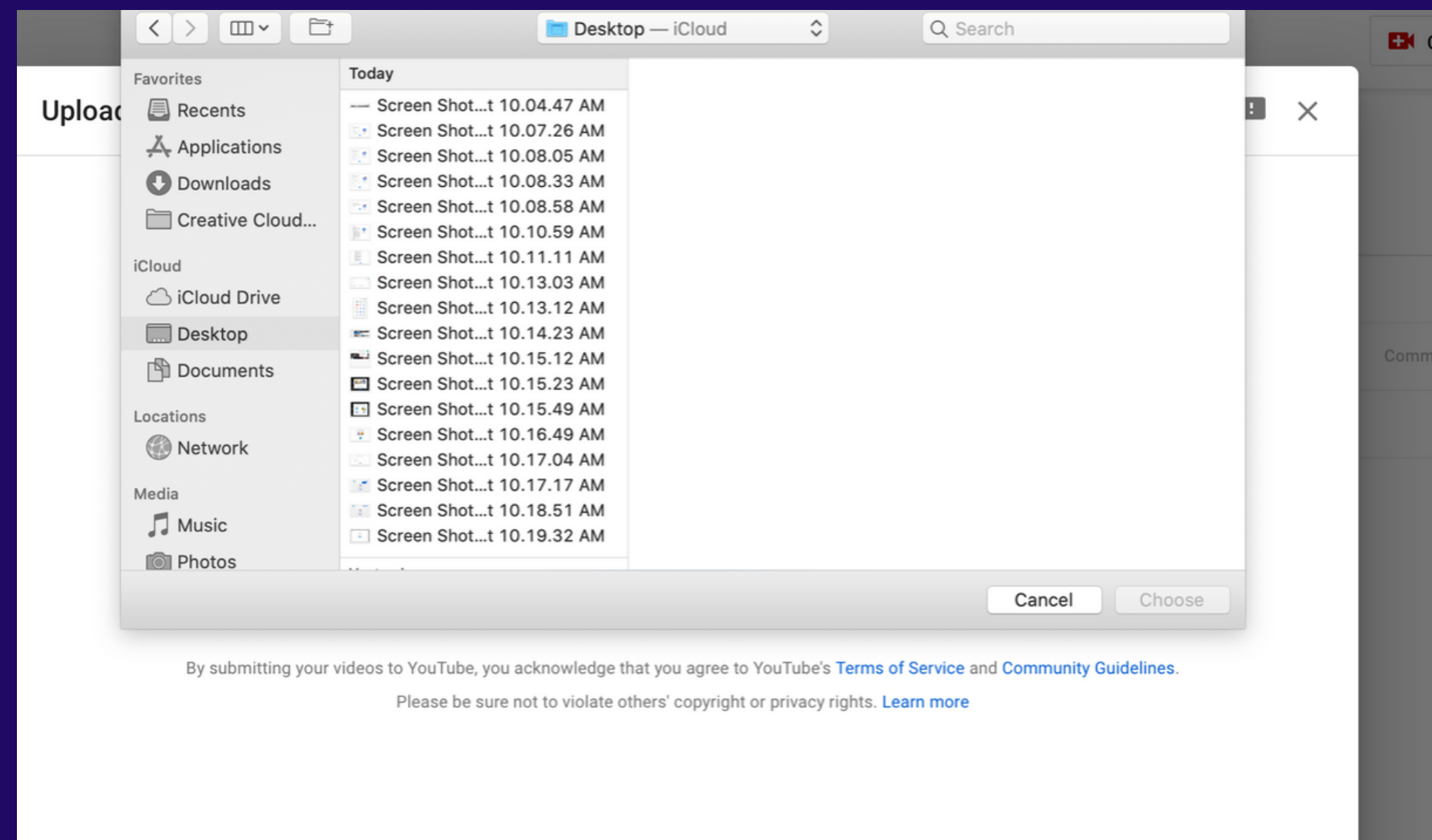




# Upload Your Pitch To YouTube - Step 3

3

**Step 3** - Select the video file you want to upload and click Choose. If you're on a mobile device, it should prompt you to allow YouTube access to your Photo Album. You want to Allow that option and then select your video.





# Upload Your Pitch To YouTube - Step 4

4

**Step 4** - Once you select Choose, your video will begin processing. Here you can add the details for your video. Please label your video with your **LEVEL - NAME - NAME OF PRODUCT/SERVICE**. You can also add a description if you so choose. Wait until the video finishes processing to click NEXT.

The screenshot shows the YouTube upload interface for a video titled "Elementary - Jane Doe Pitch - The Shark Sensor". The interface is divided into three tabs: "Details", "Video elements", and "Visibility". The "Details" tab is active. The "Title (required)" field contains the text "Elementary - Jane Doe Pitch - The Shark Sensor" with a character count of 46/100. The "Description" field contains the text "This is my Summer of Innovation Pitch. The name of my Product/Service is 'The Shark Sensor.'". A video player on the right shows a person speaking. Below the video player, the "Video link" is displayed as "https://youtu.be/ypux\_PVHdPk". At the bottom left, a status bar shows "SD" and "Finished processing". A red circle highlights the "Finished processing" status. A red circle highlights the "Details" tab and the title field. A "NEXT" button is located at the bottom right.



# Upload Your Pitch To YouTube - Step 5

5

**Step 5** - This is the next page that will pop up after you click NEXT on your video. You do not need to add any video elements, so you can skip this step and move on by clicking NEXT again.

The screenshot shows the YouTube Studio interface for a video titled "Elementary - Jane Doe Pitch - The Shark Sensor". The video is saved as a draft. The "Video elements" step is active, showing options to "Add an end screen" and "Add cards". Both options have an "ADD" button. The "Add an end screen" option also includes an "IMPORT FROM VIDEO" button. The "Add cards" option includes a description: "Promote related content during your video". At the bottom, there is a status bar indicating "Finished processing" and buttons for "BACK" and "NEXT".

Elementary - Jane Doe Pitch - The Shark Sensor

Saved as draft

Details Video elements Visibility

**Video elements**

Use cards and an end screen to show viewers related videos, websites, and calls to action. [Learn more](#)

Add an end screen  
Promote related content at the end of your video

IMPORT FROM VIDEO ADD

Add cards  
Promote related content during your video

ADD

Finished processing

BACK NEXT



# Upload Your Pitch To YouTube - Step 6

6

**Step 6** - This step is **VERY** important. This is where your privacy settings are located. You will need to select the **UNLISTED** option and click NEXT. On the next page, you will need to set the Audience preferences by clicking 'Yes, It's Made For Kids' and click NEXT.

Elementary - Jane Doe Pitch - The Shark Sensor Saved as draft

1 Details 2 Video elements 3 **Visibility**

### Visibility

Choose when to publish and who can see your video

☒ **Save or publish**  
Make your video public, unlisted, or private

☐ Private  
Only you and people you choose can watch your video

☒ **Unlisted**  
Anyone with the video link can watch your video

**Audience**

**Is this video made for kids? (required)**

Regardless of your location, you're legally required to comply with the Children's Online Privacy Protection Act (COPPA) and/or other laws. You're required to tell us whether your video is made for kids. [What's content made for kids?](#)

☒ **Yes, it's made for kids**

Features like personalized ads and notifications won't be available on videos made for kids. Videos that are set as made for kids are more likely to be recommended alongside other kids' videos. [Learn more](#)

☐ No, it's not made for kids

Video link  
[https://youtu.be/ypux\\_PVHdPk](https://youtu.be/ypux_PVHdPk)

Filename  
IMG\_1455.mov

sd Finished processing NEXT

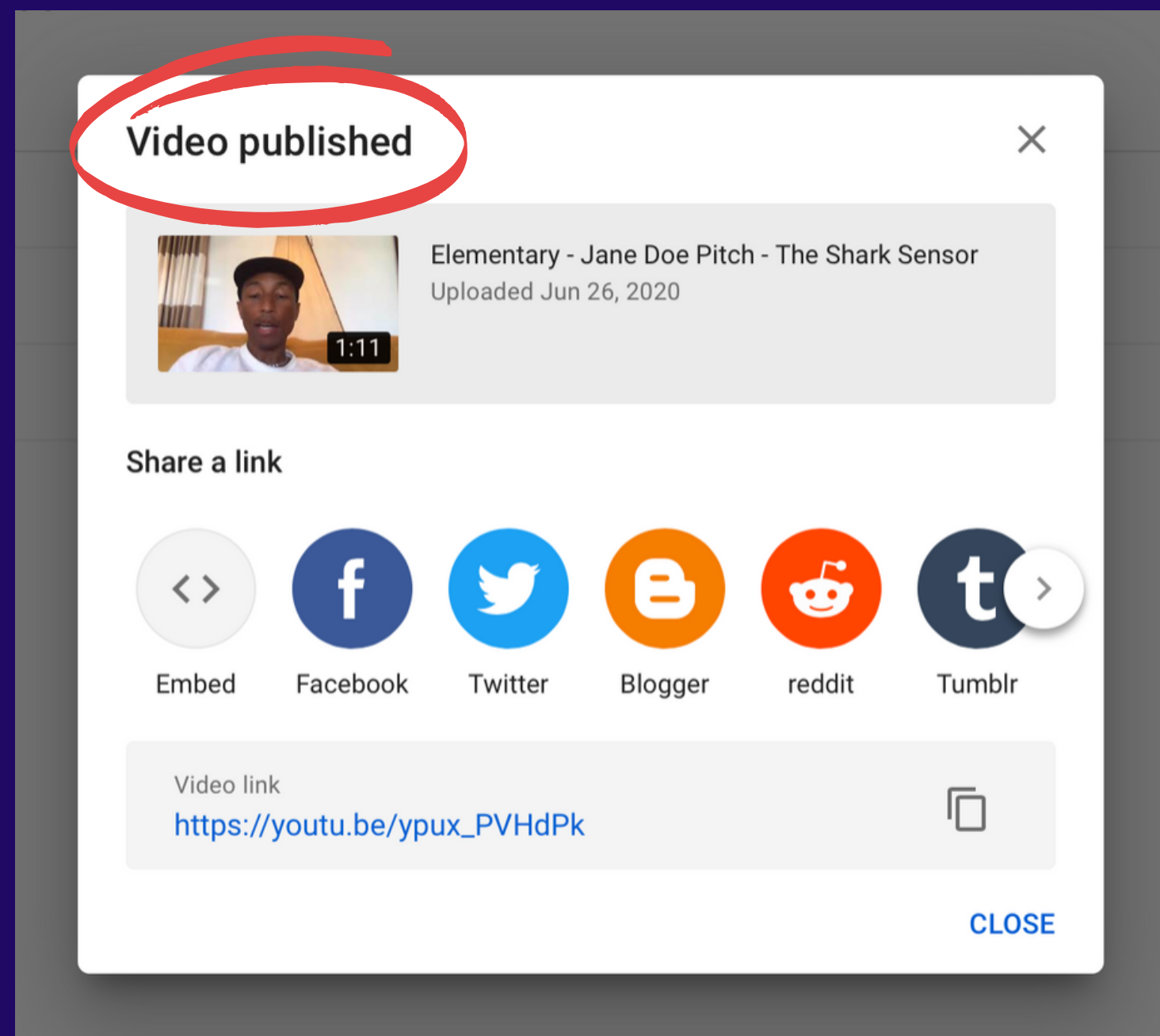




# Upload Your Pitch To YouTube - Step 7

7

**Step 7** - Congratulations, you have published your video to YouTube! Make sure your video is labeled with your **LEVEL - NAME - PRODUCT/SERVICE NAME**. Keep in mind that it is UNLISTED which means only people (us) with the LINK to your video can view - this is what we want!

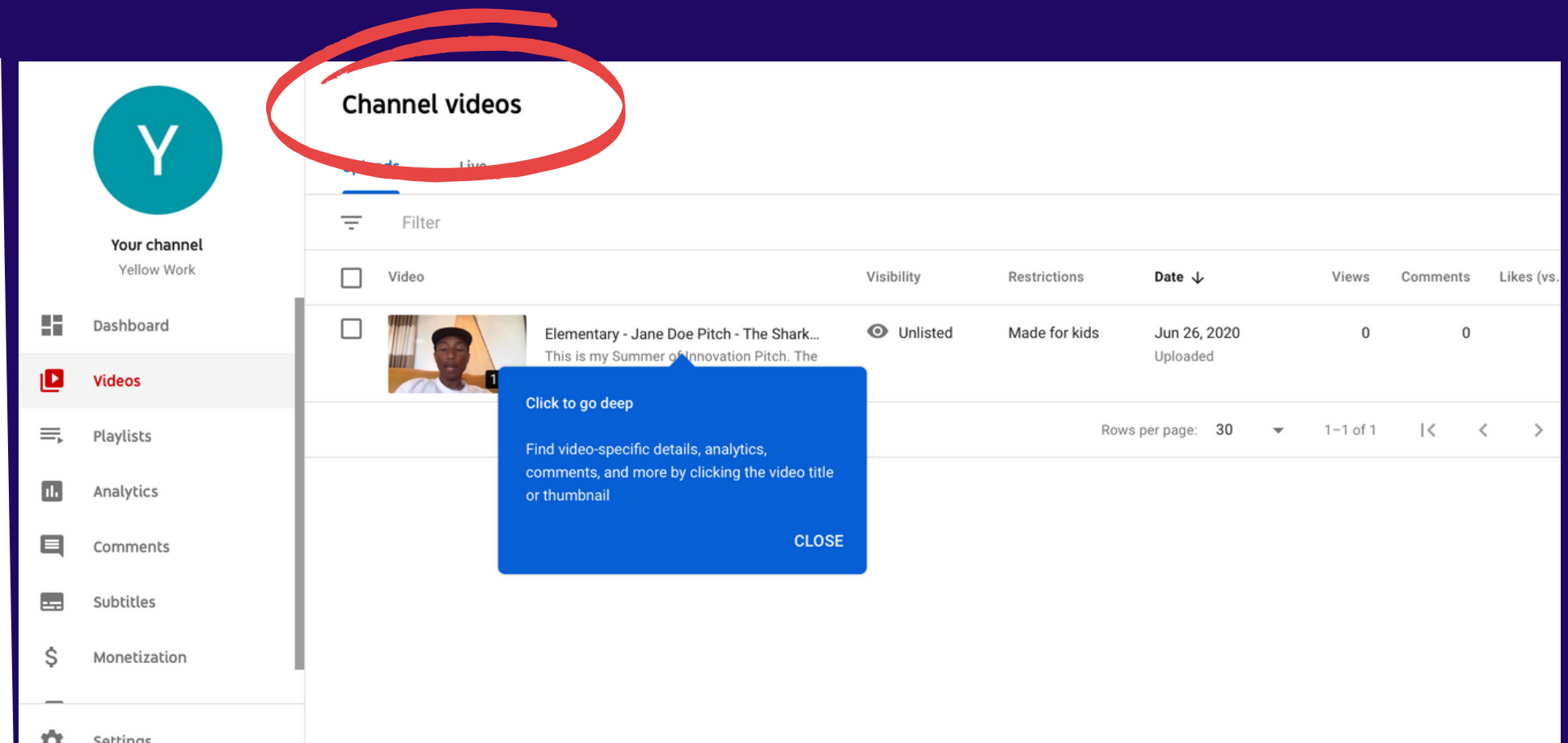




# Upload Your Pitch To YouTube - Step 8

8

**Step 8** - At anytime, you can go back and edit your video. Whether you want to add additional descriptions, change the name, or add a new thumbnail, under videos is where you will be able to make any changes. Now head over to the final section to see how to share your video with us!







# Submit Your Pitch



# Submit Your Pitch - Step 1

1

**Step 1** - If you're coming from the previous section, this should be easy! If not, you can go to your VIDEO, and you'll see a section with your video's URL. Click COPY. You'll see a notice at the bottom that says your link has been copied. You're now ready to head back to the SOI site to paste your link.

videos

Live

Video published

Elementary - Jane Doe Pitch - The Shark Sensor  
Uploaded Jun 26, 2020

Share a link

Embed Facebook Twitter Blogger reddit Tumblr

Video link  
[https://youtu.be/ypux\\_PVHdPk](https://youtu.be/ypux_PVHdPk)

Copy video link

CLOSE

Link copied to clipboard



## Submit Your Pitch – Step 2

2

Step 2 - Log on to [www.summerofinnovation.org](http://www.summerofinnovation.org) and look for the SUBMIT button. Here you will paste into the requested box the video URL that you just copied along with other requested additional information. Congratulations, you have submitted your pitch! Good Luck!

