

How to Delete a Video from SchoolTube



It is not actually possible to delete a video from SchoolTube. It is possible to inactivate a video. Inactivating a video accomplishes nearly the same thing, because it prevents a video from being seen by anyone.

Only moderators can add or remove media from public view on SchoolTube by using the moderation panel. If you are a student, you will need to contact a moderator from your school. If your school does not have a moderator currently, please contact SchoolTube.

- 1) Log in to SchoolTube.com.
- 2) Go to the 'Moderator Panel' (click on the 'Moderate' button on the far right side of the blue bar).
- 3) Make sure that the 'Media Type' drop down is set to 'Video' (or 'Picture' if you are looking to remove a picture), and make sure that the 'Status' drop down is set to 'All'.

Moderator Panel

Use the fields below to narrow your results:

Country:	<input type="text" value="United States of America"/>
State / Province:	<input type="text" value="Please Select State"/>
County:	<input type="text" value="Please Select State"/>
School or Organization Name:	<input type="text" value="Please Select State"/>
Title	<input type="text"/>
Submission Date Range	Start <input type="text"/> 
	End <input type="text"/> 
Media Type	<input type="text" value="Video"/>
Uploaded By	First <input type="text"/>
	Last <input type="text"/>
Status	<input type="text" value="All"/>
Keywords	<input type="text"/>
<input type="button" value="Search"/>	

Instructions:
To review a single item, please click on the Title.
To review multiple items, please place a checkmark in the box to the left of the Title, then click "Moderate Selected"

Helpful Hints: Download a [Step-by-Step Guide](#) or [General Guidelines](#) regarding Moderation.

- 4) Hit 'Search' to get a list of all the videos for your school. To narrow down the results, do a more specific search.
- 5) Look for the file you want to remove (they list in chronological order from oldest to newest).
- 6) Click on the title of the file you want to remove.

Set Moderation Status (Approve or Deny the Media)

Approve Deny (Content) Deny (Quality) Deny (Other) / Inactivate

Comments:

Share with Owner

Cancel

Save

Save And Continue

Continue

- 7) Click on any of the 'Deny' radio buttons.
- 8) Click "Save".
- 9) To re-activate the video or picture, go through the same process. This time choose 'Approve', then 'Save'."