Austin Peay State University

CLARKSVILLE ● TENNESSEE

Distance Education

Downloading Media Content in YuJa

When downloading media files from YuJa, it is important to consider several factors to ensure an optimal experience. You may need to make significant adjustments to suit your download preferences. YuJa provides complete downloading information, but this guide offers Distance Education's recommended approach.

- Bulk Downloading
- Downloading Caption Files

Bulk Downloading

1. Access YuJa through APSU's dedicated site at **https://apsu.yuja.com** using single sign-on, or go to your D2L Course, click "Tools," then "YuJa."
   a. Click on "Manage Media" at the top of the webpage to view your media collection.
   b. Drag your cursor to select the videos. A purple highlight around the thumbnail indicates that the media has been selected. Please be aware that the purple highlight is subtle.
   c. Select "More Actions" on the menu bar.
   d. Under Media Management, click "Bulk Download."
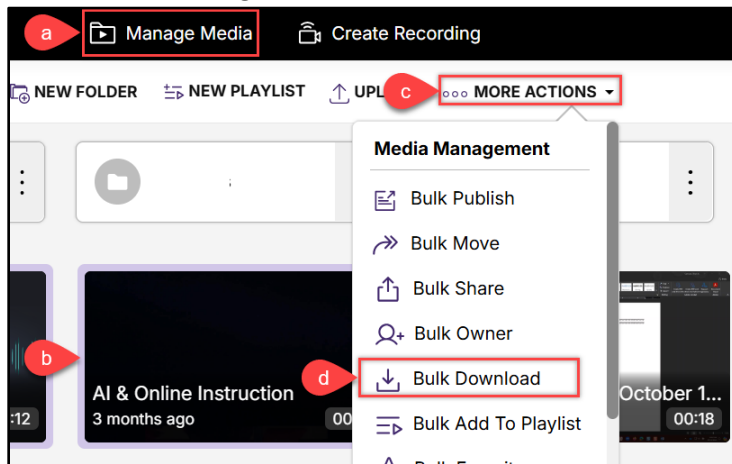
2. The Download Request window appears, see image below.
   a. There are two settings: "Single Files" or "Separate Files" and download as "Single Zip File" or "Separate Links". **It is recommended to select both the "Single Files" and "Single Zip File" settings.**
      i. "Single Files" maintains all video streams in one video file while "Separate Files" provides each video stream separately (e.g., one file for screenshare and one file for webcam).
      ii. "Single Zip File" consolidates all media into one link to a compressed folder, whereas "Separate Links" requires clicking individual links to download each item.
   b. Use the "Choose All" checkbox at the top or choose specific files using individual checkboxes.
   c. **Burn-in captions cannot be removed or edited, so it's generally advised to keep the default option of "None". If your video was human-captioned or the captions were manually edited, you may consider** downloading the caption file **from YuJa.**

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d. Click "Request Media." You will then see a notification indicating that your download request is being processed.

3. Once the media is available for download, expect an email from "YuJa Enterprise Video Platform" at **noreply@YuJa.com** with a link to access the media files. **Processing times depend on item size and quantity. Check both your inbox and junk folder regularly, as links expire after 24 hours. If downloads are slow, try downloading fewer files at once.**
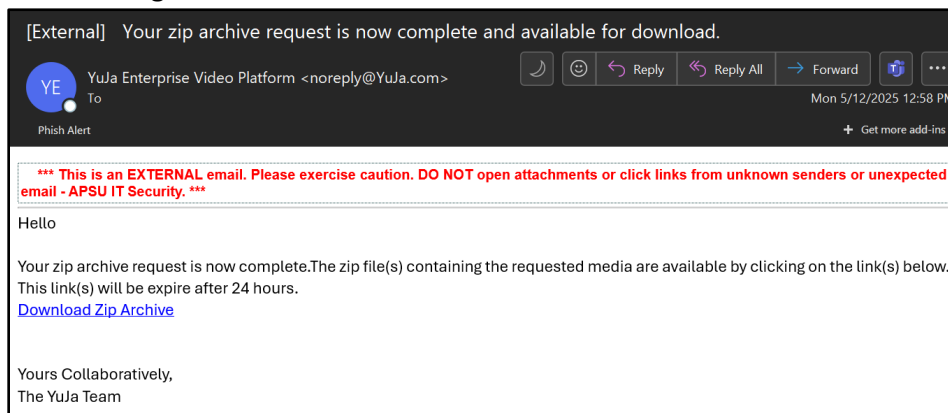

4. After downloading, spot check your video downloads to ensure they play as expected. Consider renaming files to ensure you can easily identify and search for them. For example, you could follow naming conventions such as "Year-Term-CourseName-VideoTitle" or "CourseName-Module#-VideoTitle."
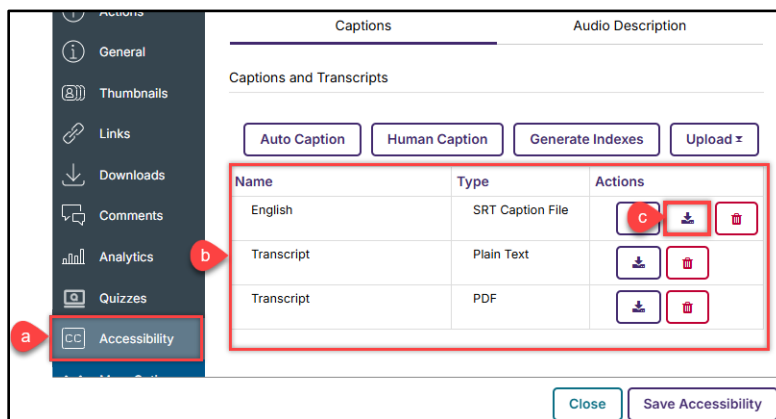
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Downloading Caption Files

You may want to save certain video caption files, such as those that were human-captioned or those that were manually edited by instructors for accuracy. You can use **burn-in captions in bulk downloads** or download caption files individually.

1. Return to your "Manage Media" page and select the video for which you want to obtain the caption file.
2. Hover over the video and select "More..."
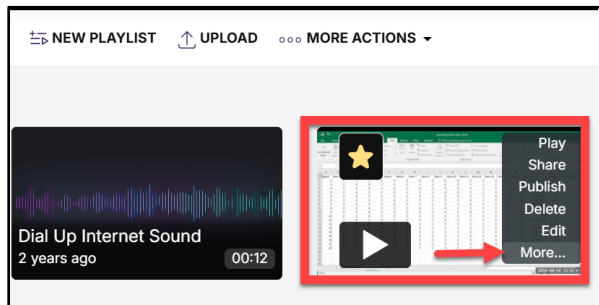
3. On the "Media Details" window:
   a. Select "Accessibility" to view video accessibility details.
   b. The "Captions" tab displays a table with the transcript and caption information.
   c. Click the download icon under "Actions" for the row containing "SRT Caption File." This triggers an automatic download.
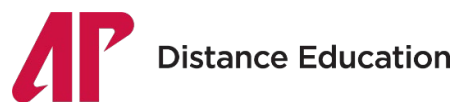

4. Retrieve the *.srt* file from the local "Downloads" folder on your device. The SRT caption file can be uploaded to other video hosting platforms, such as **D2L Brightspace's Media Library**.

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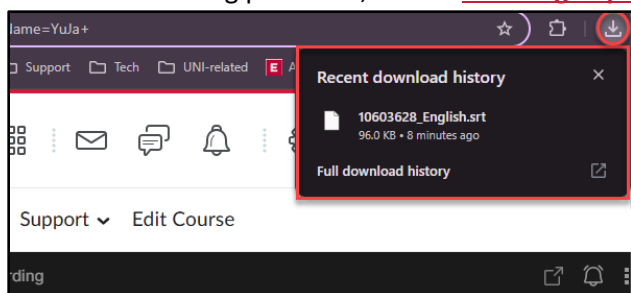
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