

## Dashboard Item: Video

Software Support - 2019-03-25 - Dashboards

In Kahootz, it's possible to [embed YouTube videos into your dashboards](#).

But what if your video isn't hosted there? For example, you may have an internal training video, which isn't for public viewing.

The '**Video**' [dashboard item](#) allows you to insert a video file directly into your personal, workspace and folder dashboards.



**Kahootz Tip:** Read this [KB article](#) for more information on how to use our interactive dashboard builder.

To insert a '**Video**' onto your dashboard:

1. Open the '**Dashboard**.'
2. Click the '**Configure**' cogwheel icon in the top-right corner.
3. Click '**Add Item**' and select '**Video**' from the drop-down menu.
4. Upload your video '**Via the uploader**' (drag & drop your file or choose a file by browsing to it)
5. Press '**Upload**.'
6. Provide a '**Name/Title**' and '**Description**' if required.
7. Choose the '**Background**' colour.

8. Minimise the pop-up '**Edit Panel**' window.
9. Click '**Save**.'

**Kahootz Tip:** You cannot watch the video until it's completed a virus scan.

#### Related Content

- [Dashboard Item: YouTube](#)
- [Dashboard Builder FAQs](#)
- [Dashboard Items List \(Full details for each Item/Feature\)](#)
- [How-To use the Dashboard Builder](#)