

How to Embed L&E Videos in Blog Posts & Webpages

Why Embed Videos?

Embedding engaging, entertaining L&E videos allows viewers to watch it directly on a webpage or blog post without leaving the page. This creates a smoother user experience and keeps related content together.



Best Practices: Host your video on your organization's approved CMS, intranet, or video platform before embedding it.

Before You Begin:

Have the following ready:

- Video uploaded to your CMS, Intranet, or approved video platform
- Video URL or embed code (if available)
- Permission to edit the webpage or blog post



OPTION 1: Embed A Video in SharePoint

- Step 1: Open the Page**
 1. Navigate to the SharePoint page you want to edit.
 2. Select **Edit**.

- Step 2: Add a Video Web Part**
 1. Hover where you want the video to appear.
 - (See How to Save an image as a .png or .jpeg)
 2. Select the + (Add a new web part) button.
 3. Choose one of the available web parts, such as:
 - **Embed**
 - **File and Media**
 - * **Stream** (if your organization uses Microsoft Stream)

- Step 3: Add the Video**

Depending on the web part:

 - Paste the video URL, or
 - Paste the embed code, or
 - Select the uploaded video from your SharePoint library or Microsoft Stream.

- Step 4: Adjust the Display**

Resize or reposition the video as needed.
Preview the page to ensure the video displays correctly.

- Step 5: Publish the Page**

Select **Republish** or **Publish** to make your changes visible to users.

Quick Checklist

Video uploaded to the approved hosting location



Correct video URL or embed code copied



Video inserted into the page



Display size adjusted



Page Previewed



Page published



Video playback tested



Viewer permissions verified



OPTION 2: Embed A Video in Most CMS or Website Editors

- Step 1: Open the Page or Blog Post**

Edit the webpage or article where the video should appear

- Step 2: Insert a Video or Embed Block**

Depending on your platform, choose:

 - Video
 - Media
 - Embed
 - HTML
 - Custom Embed

- Step 3: Add the Video**

Insert either:

 - A video URL (supported by many platforms), or
 - The embed code provided by your video hosting platform.

- Step 4: Preview the Page**

Confirm that:

 - The video loads correctly.
 - Playback works.
 - The video is properly sized.
 - The page layout remains clean and readable.

- Step 5: Publish**

Save or publish the page.
Test the published page to ensure the video works as expected.



Best Practices:

- ✓ Host videos in an approved organizational location.
- ✓ Use responsive sizing so videos display well on desktops, tablets and mobile devices.
- ✓ Position videos near the related content.
- ✓ Include a short title or description above the video.
- ✓ Verify viewers have permission to access the hosted videos.

Troubleshooting



The video doesn't appear.

- Verify the video URL or embed code is correct.
- Ensure embedding is allowed by your hosting platform.
- Confirm the page has been published.



The video displays but won't play.

- Check that the video has finished processing
- Verify viewer permissions.
- Test the page in another browser.



The video is too large or too small.

- Adjust the web part or embed settings.
- Use responsive width settings when available.



Visitors receive an access error.

- Confirm the video is shared with the intended audience.
- Check organized permission settings