

DeakinAir

Searching for videos in DeakinAir and CloudDeakin

You may end up with a very long list of videos in your My Media section of DeakinAir. You can search for your videos using DeakinAir or a CloudDeakin unit site rather than having to scroll through several pages of videos.

Searching in DeakinAir

1. Login to [DeakinAir](#).
2. Select **My Media** from the drop-down box in the top right-hand corner of the window.
3. Use the **Search My Media** box at the top of the list, or use the filters included below.

 Search My Media

Searching in CloudDeakin

1. Use exactly the same procedure as above other than locating your list of media.
2. In the CloudDeakin unit site go to **My Tools** in the Navbar and select **DeakinAir**.
3. The DeakinAir list shows all of the videos you have uploaded to DeakinAir. Use the **Search My Media** box above the list of videos. You can then add the filters you require.

ment ▾ [Tools](#) ▾ Setup

Class Progress

Classlist

DeakinAir

Wildcard search

If you are unsure of the exact spelling or version of the word used in the name of your video use a wildcard search. A wildcard search will look for any extensions to a base word. To do this place an asterisk * at the end of your search term. For example: if you are unsure if the word is Booked or Booking, type **Book*** in the search field and the results will include books, booked, booking etc. Similarly if you are not sure if your video is called Publicising your media or Publicity for your media type **Public*** and you will get a list of all of your videos which have words containing **Public** in the title.

Find out more

For more user guides and tips on DeakinAir and the digital tools available, check out DTeach: dteach.deakin.edu.au

► eSolutions support staff are available 8am – 8pm Monday – Friday, and 11am – 5pm on weekends, on +61 3 5227 8888 or it-help@deakin.edu.au