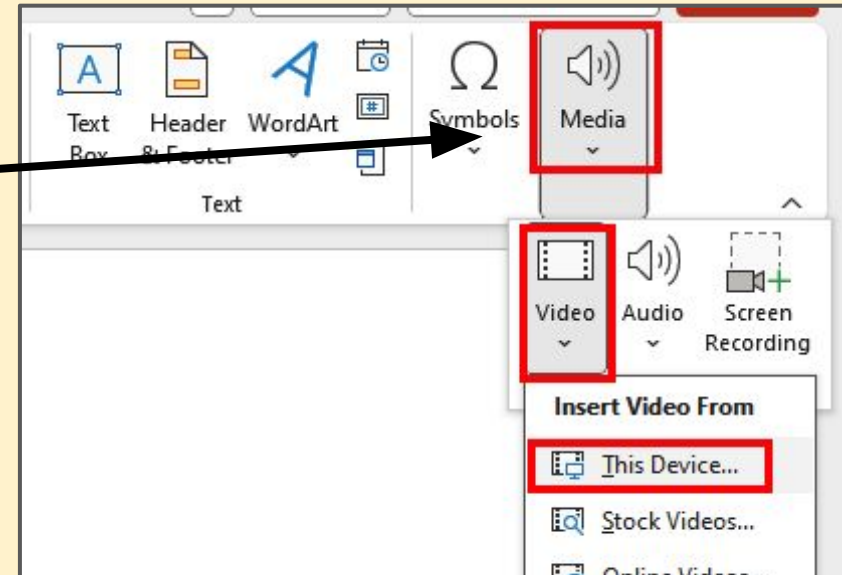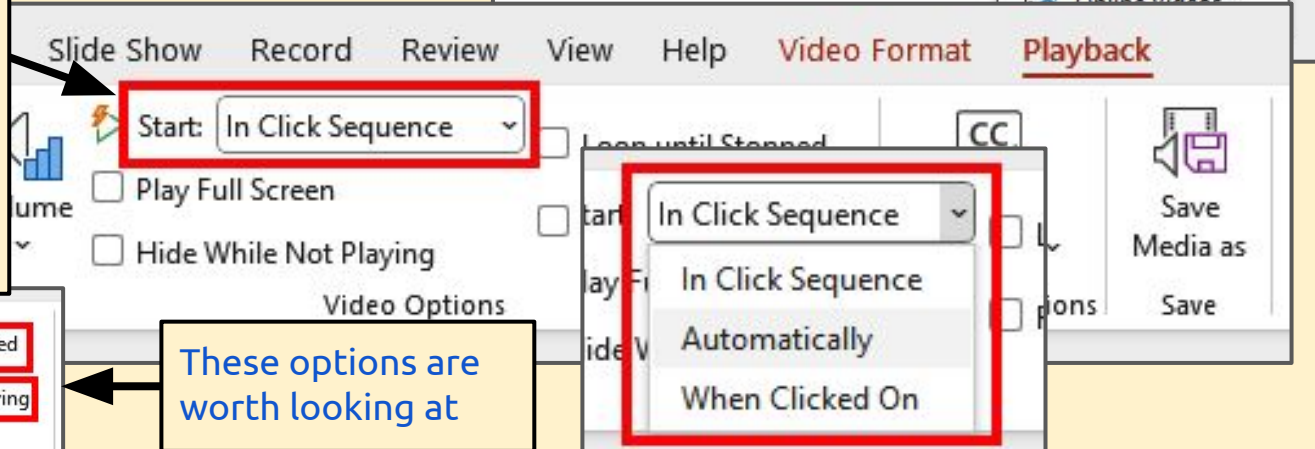# IDMP skills – insert video

Your video needs to be saved to your computer first

On the ribbon click **Insert** > on the right choose **Media** > **Video** > **This device** > find and place the video

To change when the video plays, use the **Playback tab**

Change the **Start: In click sequence** to either **Automatically** or **When Clicked On**

These options are worth looking at