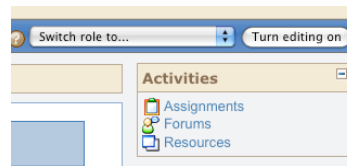


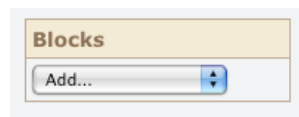
## How to Request a LATTE Video

It's easier than ever to have videos added to your LATTE courses. **You must be an instructor to request a video for your course through LATTE.** Just log into LATTE and choose the course you would like to have a video added to:

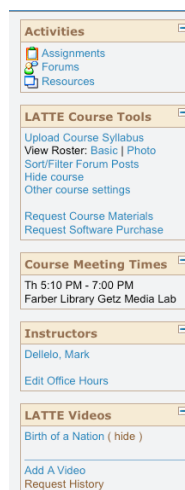
1. Click the button in the upper right of your page to "Turn Editing On"



2. Select "LATTE Videos" from the Blocks drop-down menu:



3. You've just added the **LATTE Videos block** to the right hand column of your course page. Click the link to "**Add a Video**"



4. Use the **Streaming Media Request form** to give us some information about the video. The **film's title, year, and the name of the director** are required; we also ask that you enter the **date you've assigned the video for class**. If the film is in a foreign language, be sure to let us know which language you'd like for **subtitles** (default is none). There are also some optional fields you can use to provide additional information that may help us to speed the processing time of your request.

* Film Title	Belle de jour
* Year	1967
* Director (Last, First)	Bunuel, Luis
Subtitles Please indicate desired languages	English
Call number from LOUIS catalog	
URL WorldCat IMDB Amazon	http://www.amazon.com/Belle-Jour-Catherine-Dene
* Date assigned for class (YYYY-MM-DD)	2009-10-15
Please note below if you would like us to make any special features available or if you would like your students to hear the movie's dialogue spoken in a certain language. Include any other information which will help us meet your request.	
Please include "making of" <u>featurette</u> .	

- You should receive an e-mail confirming that your request has been received. If you'd like to request another movie for the same course, there's a link you can click to quickly return to the online form.

**Request Film for**

Success. Please check your email for an RT ticket.

Click [here](#) to request another movie for this course

The video you have requested will be posted to this course only. If you would like us to post it in another course, please make another request from within the appropriate course.

- You'll receive another e-mail when your video is ready, and you'll see it in the LATTE Videos block on your course page.

*Instructor View*

*Student View*

**LATTE Videos**

[Belle de jour \( hide \)](#)  
[Birth of a Nation \( show \)](#)

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Add A Video  
Request History

**LATTE Videos**

[Belle de jour](#)

- You can use the “**show**” or “**hide**” links to choose which videos you'd like your students to see when they log into your course.
- After you start using the LATTE Videos block to request your videos, the **Request History** link will allow you to see a complete list of videos you've

requested for all of your courses. This will make it easy for you to reuse videos in a future course!

Previously Fulfilled Requests	
Film Title	Class
Belle de jour	091FILM-110B-1: Motion Picture Editing

[Add to current class](#)