

Union College on iTunes U Essentials

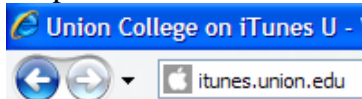
Install iTunes

You need to have free iTunes installed on your computer.

1. Open your internet browser and type **www.apple.com/itunes/download** for your URL and press “Enter”.
2. Select your operating system (Windows or Mac).
3. Click the “Download iTunes” button.
4. After the file is downloaded, double click on the file to run the installation program.
5. Follow the instructions on the screen to finish the installation.

Logging In

1. Open Microsoft Internet Explorer (Win) or Safari (Mac) – other browsers are not recommended.
2. Type **itunes.union.edu** for your URL and press “Enter”.



3. Click the “a Union College user” link.
[a Union College user](#)
4. Enter your user name and password. Your user name is your Union email account (without “@union.edu”). Your password is your Union email password.
5. Click the “Submit Query” button.

Username:

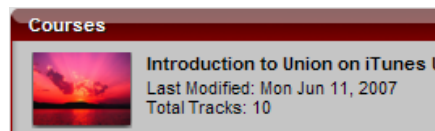
Password:

6. iTunes will start and the “Union College on iTunes U” main page will appear in your iTunes.

Playing an audio or video file

1. On the main page, pick a course you are interested and click its title or the small

image. The course content will be displayed.



2. On the lower part of the screen, you will see a list of audio or video files. Double-click to play it.

Audio Files		Documents	Student Drop Box
▲	Name	Time	Artist
1	Interview with Prof Ndiaye	23:07	
2	Interview with Prof Bharucha	13:13	

Downloading an audio or video file

1. Open the desired course to display the audio or video files you want to download.
2. **To download an individual file**, click the “Get” button next to the file title.
3. **To download all files** in a course, click the “Get Tracks” button under the course title in the header.
4. **To subscribe to a course** click the “Subscribe” button under the course title in the header. The files will appear in your Podcasts. Subscription allows the student to automatically get new course content without logging in to iTunes U.

Supported File Types

The recommended formats are:

- .mp3 Compressed Audio File
- .m4v, .mp4, .mov Compressed Video File
- .pdf Adobe Acrobat Document



itunes.union.edu