

## Faculty180 Reviews – Accepted File Types

The Faculty180 Vendor also keeps an updated list of accepted file types on their [Overview of Accepted File Types](#) webpage. All file sizes are limited to 100MB. If a file is too large to upload, please contact [Faculty180@ecu.edu](mailto:Faculty180@ecu.edu), as the file can often be suppressed without losing picture or text quality.

### Accepted File Types

Word	DOC/DOCX
Excel	XLS/XLSX
PDF	PDF
PowerPoint	PPT/PPTX
Images	PNG/JPEG/JPG
Video Files	<i>See instructions below</i>

### File Types that are NOT Accepted

CSV Excel File	.CSV*
Outlook Email	.MSG**
PDF Portfolio	

\*A CSV file can be saved as an XLSX Excel document and uploaded to Faculty180.

\*\*An Outlook email can be saved or printed to PDF and uploaded to Faculty180

## How to Upload Video Files

**Approach 1:** The recommended approach to uploading a video, is to upload a document (Word or PDF) that has a hyperlink to the video. Candidates can link to a YouTube video or to a video saved to their OneDrive. If linking to a video file saved to OneDrive, you must make the video public.

**Approach 2:** Another approach to including a video file in a case packet, is to embed the video into the packet so that it plays in Faculty180 for committees and reviewers without having to navigate to another webpage. *Note that using this method means that the video is not exportable if the packet is ever downloaded by reviewers or other institutional staff. Also, the video must be from YouTube or Vimeo to use this method.*

If embedding a video into the packet, after clicking the “Add File” button in the appropriate section, click the “Video” tab. The video must be from YouTube or Vimeo. Fill in the required information and click “Save.”

### Add File ✕

Upload   Video  Webpage

You can add videos hosted on YouTube and Vimeo to your Dossier materials. Simply paste the YouTube or Vimeo URL in the space below. For more information see the article [Add YouTube and Vimeo Videos to Your Dossier](#).

**Title \***

 ✓

**URL \***

 ✓

**Description ⓘ**

✓ Save Cancel