Mukurtu Mobile Instructions
Digital Stewardship Curriculum

To upload content to the Mukurtu Demo site, simply follow the instructions below!
Items in **red*** are required.

Download the Mukurtu Mobile app on iOS devices from the App Store.

1. Tap the Mukurtu Mobile app on the iPad to open (orange icon at bottom).
2. Log in to your Mukurtu site with username, password and site URL
3. Once the app is open, tap the orange **+** icon in the upper right corner. Or **+ Create** icon in lower left corner if holding the iPad horizontally (in landscape view).
4. This is where you will create your Digital Heritage Item. Add a **Title*** at the top of the window.
5. Add a **Location** if desired, either keep the default GPS location or enter in a new one.
6. Add in **Description**, **Cultural Narrative**, or **Keywords**   (if desired).
7. Tap the orange **camera** icon in the middle left of the window.
8. On the Add New Media screen, select "**New Photo** ."
9. Take a photo of anything you like using the iPad camera, the app will take you back to the item record screen.
10. Select one checkboxes from each of the following categories:
    a. **Community***
    b. **Cultural Protocol***
    c. **Category***
11. Fill in the **Creator***, **Contributor** and **Date** fields.
12. Tap **Save** in the upper right corner of the window.
13. If not horizontal already, turn the iPad on its side!
14. In lower left corner, tap the **Upload** icon.

*Remember: photos and audio can be taken through the app, but videos must be saved on the ipad first before adding!

To record audio:
1. Tap the orange **camera** icon in the middle left of the window.

2. On the Add New Media screen, select "**New Audio**."

3. Select **New Audio**

4. Allow Mukurtu Mobile app to access the microphone by clicking "OK"

5. Tap the red **record**   button to start your recording

6. Press the **pause** button to pause your recording, and record button again to resume

7. Click the **Save** button when finished, the app will take you back to the item record screen.

8. Follow the rest of the steps on the front of the sheet to finish!

To select a photo or video already on the iPad:
9. Tap the orange **camera** icon in the middle left of the window.

10. On the Add New Media screen, select "**Choose Photo**" or "**Choose Video**"

11. Select the photo or video you would like to add, the app will take you back to the item record screen.

12. Follow the rest of the steps on the front of the sheet to finish!

13. Note: to upload video, you must be logged in to a Youtube account through settings (this is to offset the size of video files through using youtube.com as a streaming service)