

Video Assignment



Your instructor might create a video assignment, in which you will be asked to record and submit a video to. You will likely need a Webcam in order to create videos for such assignments.

Accessing a Video Assignment

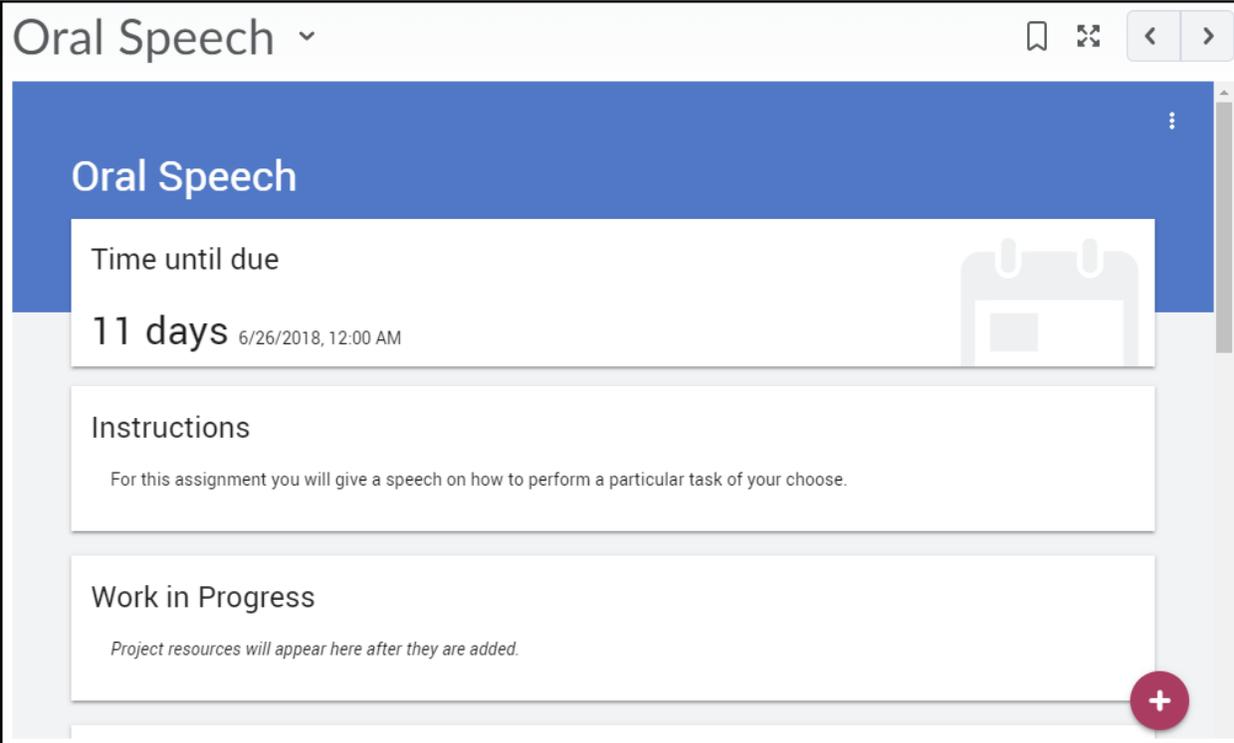
IMPORTANT: Video Assignments are only accessible through the Content area of a course. They are NOT accessible through the Video Assignments tool.

1. Click on **Content** (1); open the **module** containing the link to the Video Assignment, (2) and click on the **Video Assignment link** (3).

The screenshot displays a course management interface. At the top, a navigation bar includes 'Course Home', 'Content' (highlighted with a red box and a red circle with the number 1), 'Communication', 'Assessments', 'Classlist', 'Glossary', 'Live Support', 'Edit Course', and '1/22'. Below this is a search bar labeled 'Search Topics'. On the left side, there is a sidebar menu with items: 'Overview', 'Bookmarks' (with a red circle 1), 'Course Schedule', 'Table of Contents' (with a red circle 24), 'Welcome' (with a red circle 2), 'Support Resources' (highlighted with a red box and a red circle 4), and 'Support Manuals' (with a red circle 15). Below the sidebar is an 'Add a module...' input field. The main content area is titled 'Support Resources' and contains several sections: 'Add dates and restrictions...', 'Add a description...', 'New' (with a dropdown arrow), 'Add Existing Activities' (with a dropdown arrow), and 'Bulk Edit'. Below these are three expandable sections: 'List of Virtual Campus Tools' (with a dropdown arrow and 'Word Document' below it), 'Having Technical Issues?' (with a dropdown arrow and 'Web Page' below it), and 'Respondus LockDown Browser' (with a dropdown arrow and 'Web Page' below it). The 'Oral Speech' section is expanded, showing 'External Learning Tool' (highlighted with a red box and a red circle 3). At the bottom of the main content area is an 'Add a sub-module...' input field.



2. The Video Assignment will open up.



The screenshot shows a video player interface for an assignment titled "Oral Speech". The video player has a blue header with the title "Oral Speech" and a dropdown arrow. To the right of the title are icons for a bookmark, full screen, and navigation arrows. Below the header is a white card with the following content:

- Time until due**: 11 days 6/26/2018, 12:00 AM. A calendar icon is visible to the right.
- Instructions**: For this assignment you will give a speech on how to perform a particular task of your choose.
- Work in Progress**: Project resources will appear here after they are added. A red circular button with a white plus sign is located at the bottom right of this section.



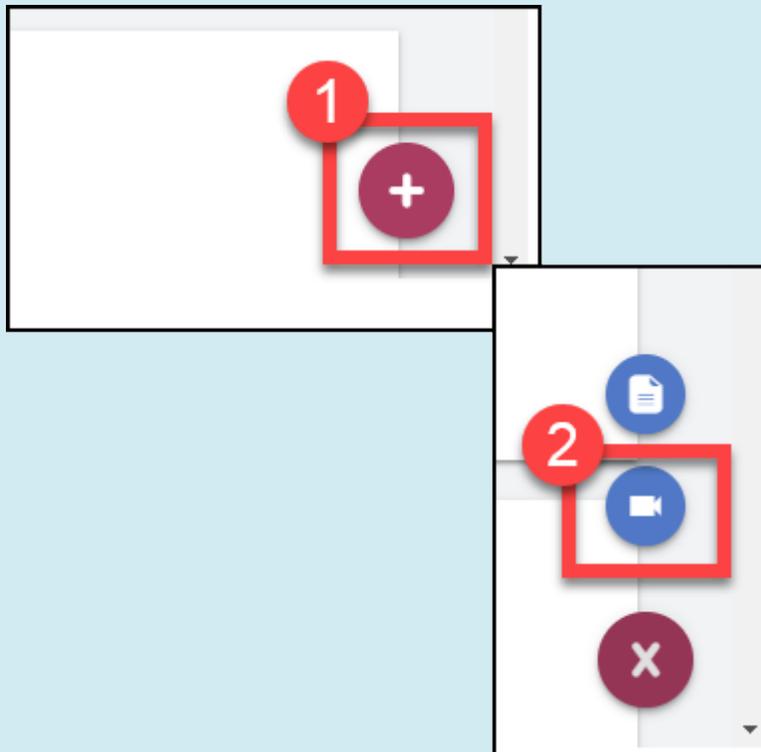
Submitting an Already Recorded Video

For a video assignment, you have the ability to upload/submit a video you have already created and saved to your computer. This is a video that you have already created using software/tools other than the Video Assignment Tool.

IMPORTANT: The following are the only video file formats allowed by the Video Assignment tool: *asf, avi, flv, m4v, mov, mp4, m4a, 3gp, 3g2, mj2, wmv, mpg, mpeg, wma, mod, mp3, mts, qt, f4v, m2v, wepm, ogv, mxf, vob, mkv, webm*

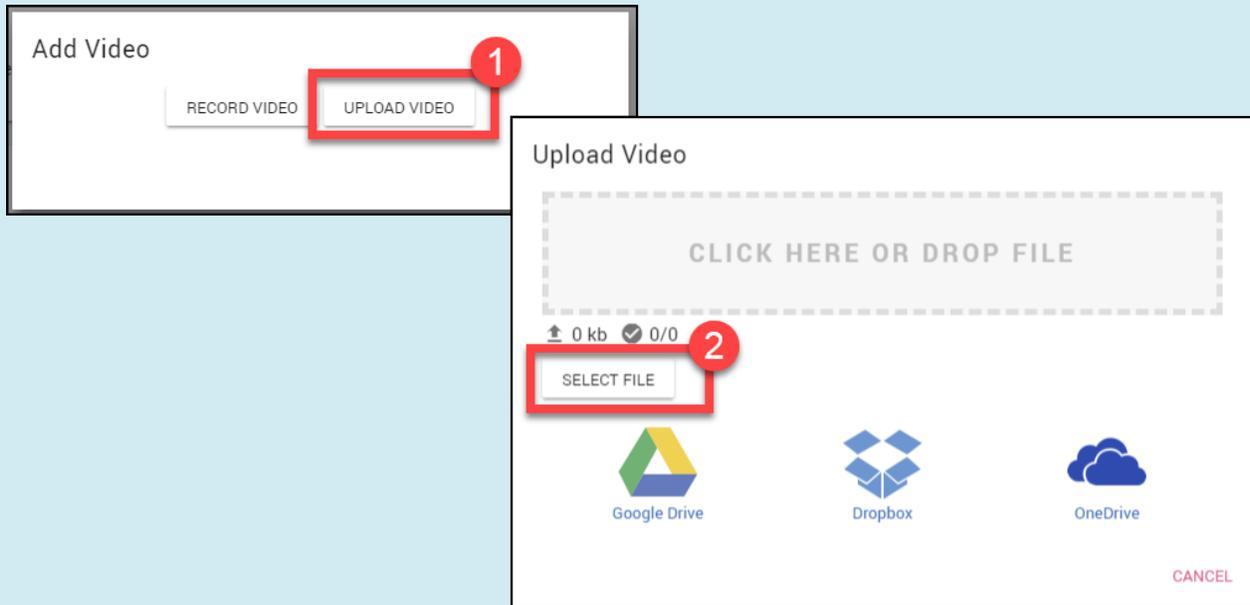
IMPORTANT: Video cannot exceed 20480 MB/20.48 GB

1. Click the **Submit Assignment** button (1) and then click the **Add Video** button (2).

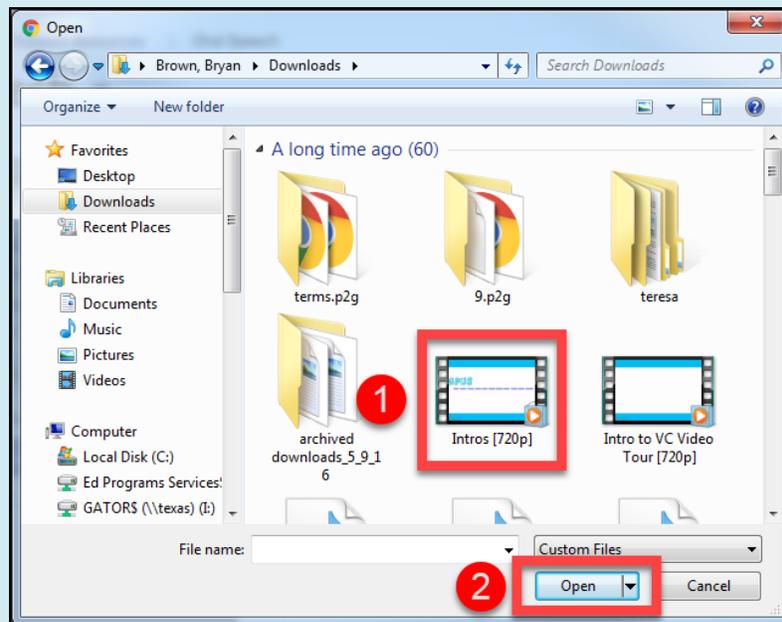


2. Click on the **Upload Video** button (1) and click the **Select File** button (2).

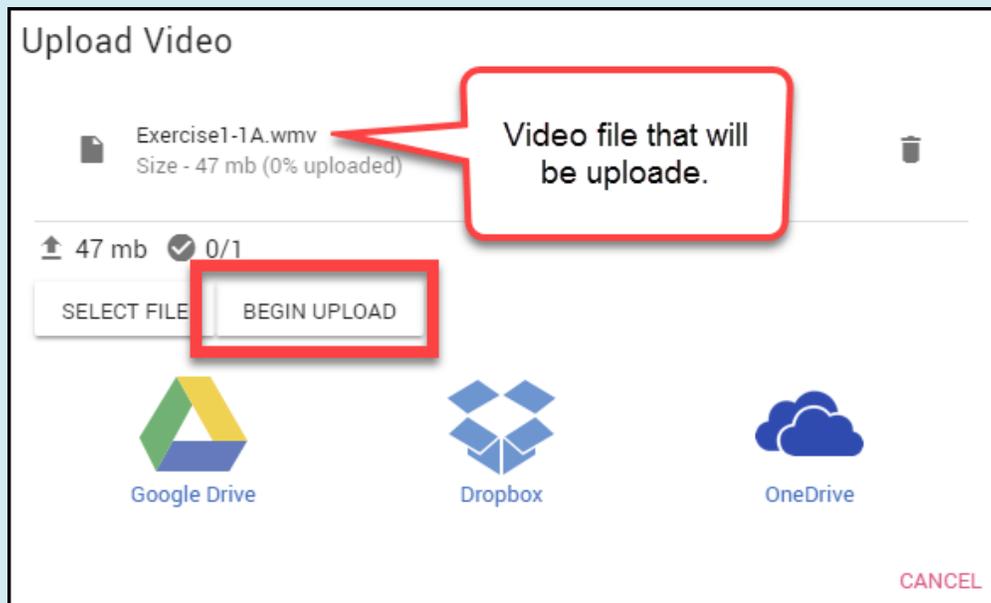
NOTE: You can also drag and drop your files to upload them.



3. Locate the file on your computer wherever it is saved and **click on it once** (1). Then click the **Open button** (2).

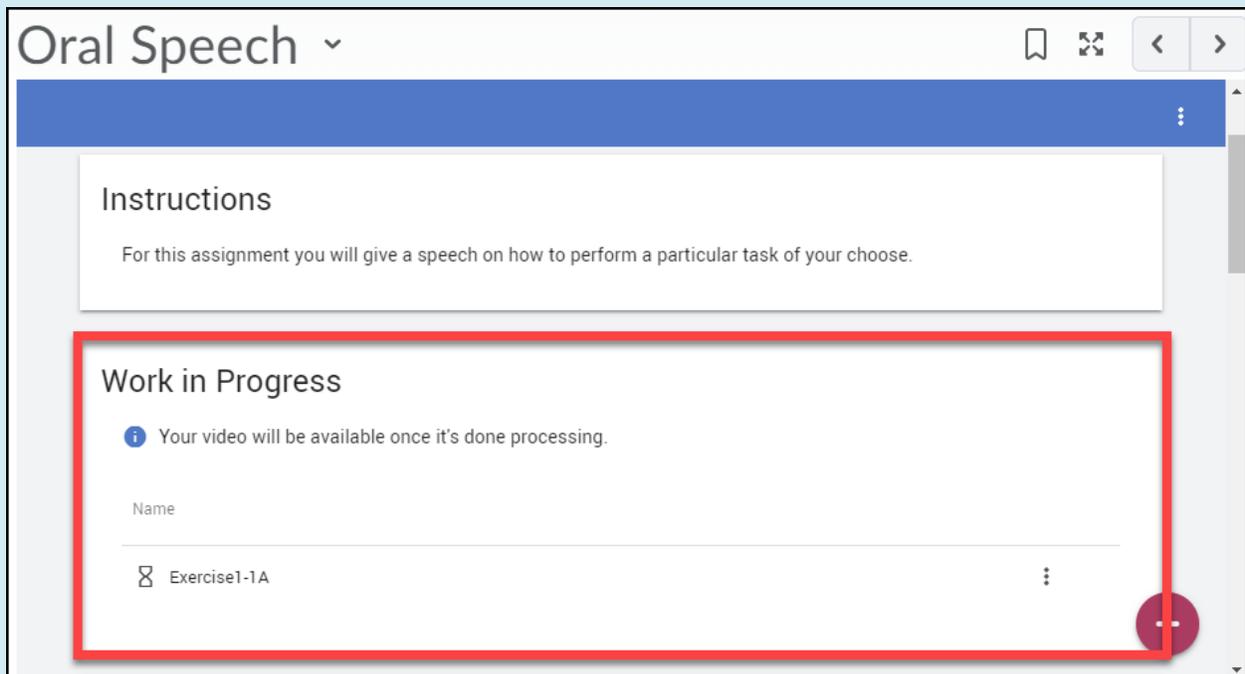


- The video file will be attached (verify it is the correct file) and click the **Begin upload** button.



- Your recorded video will be placed in the Work in Progress queue in till it has finished processing.

NOTE: Even though your video is uploaded, it will still require time to process before it can be viewed. Depending on the size of the video this process could take a while.



6. When the video has finished processing, when you click on the **Actions menu** (1) the **Mark as Ready** option will become available, click on it (2).

Work in Progress

i Your video will be available once it's done processing.

Name

Recorded 18 Jun 4:16 pm

1

2

✓ Mark as Ready

↕ Combine Video

Preview

Download

Edit

Delete

Allows you to preview the video

7. Your video will be moved to the **Ready to Submit** queue (1). When you are ready to submit it click the **Submit Assignment button** (2). Click the **Submit button** (3).

1

Ready to Submit

Name

My Oral Speech

2

SUBMIT ASSIGNMENT

Submit Assignment

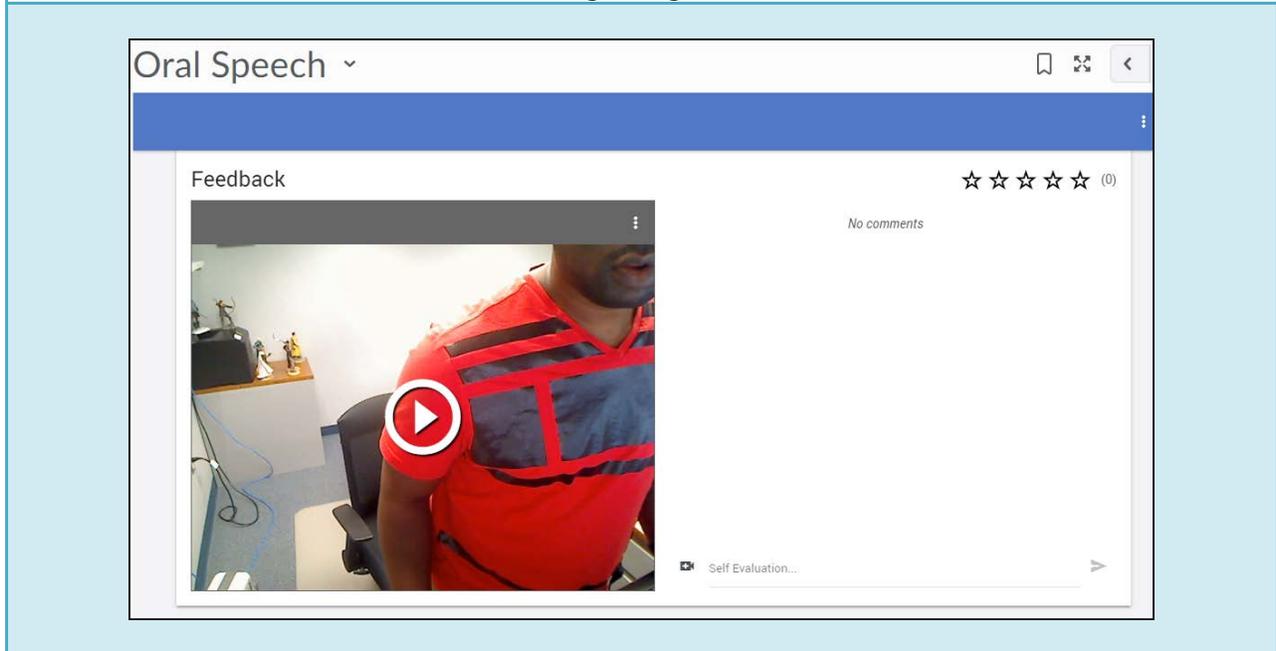
Are you sure you want to submit this assignment?

3

CANCEL SUBMIT



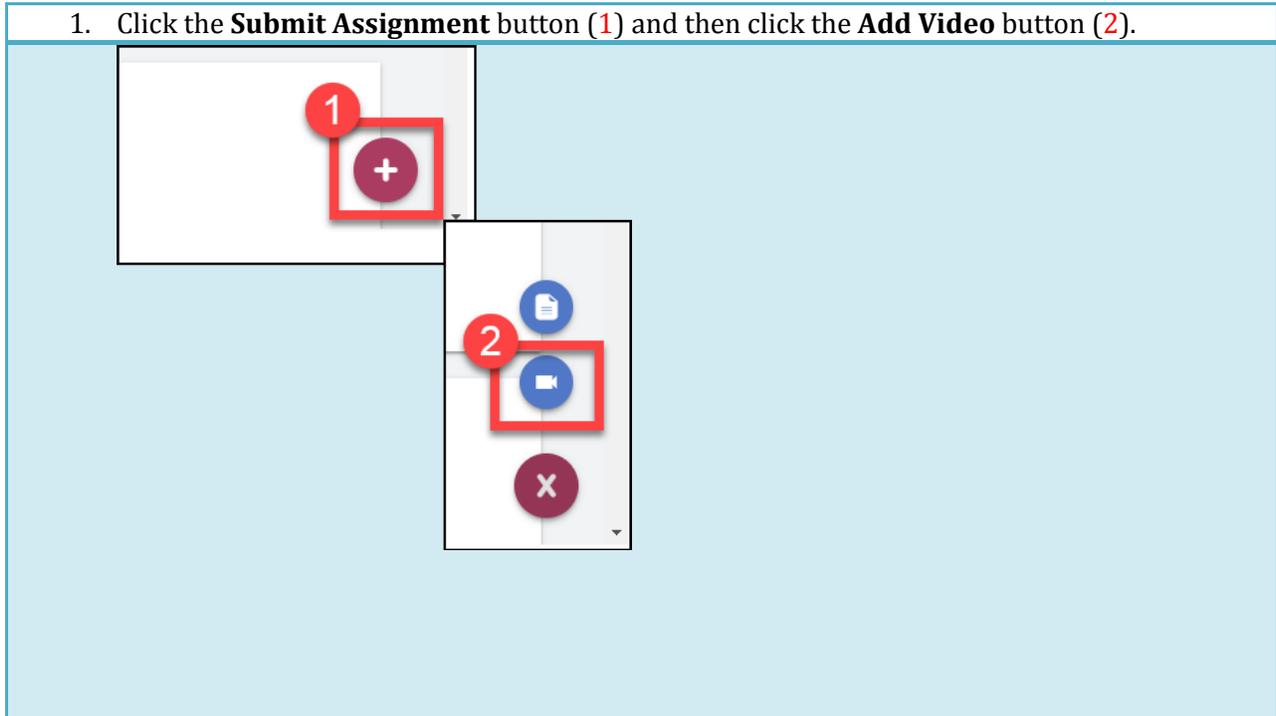
8. Your video will now be submitted for grading.



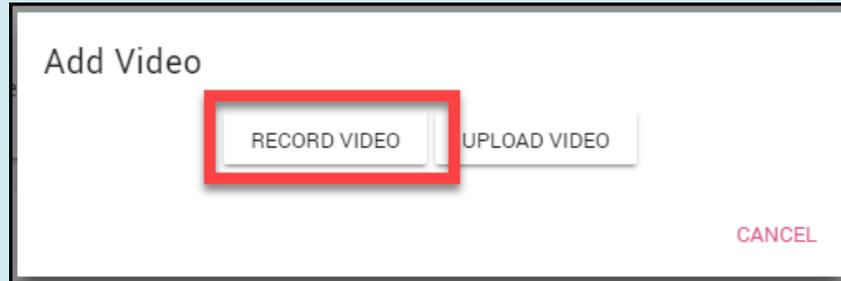
Recording a Video Using the Video Assignment Tool

The Video Assignment Tool gives you the option to record your video for an assignment using it, your webcam, and your microphone.

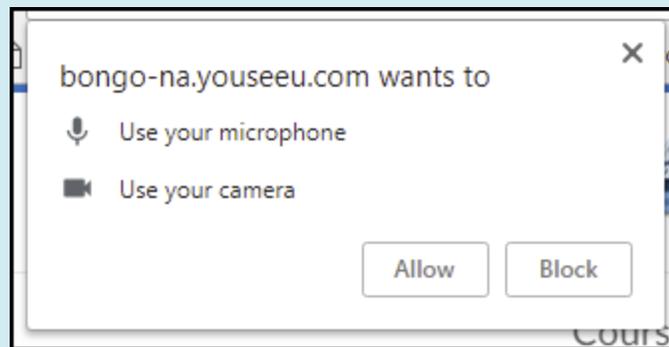
1. Click the **Submit Assignment** button (1) and then click the **Add Video** button (2).



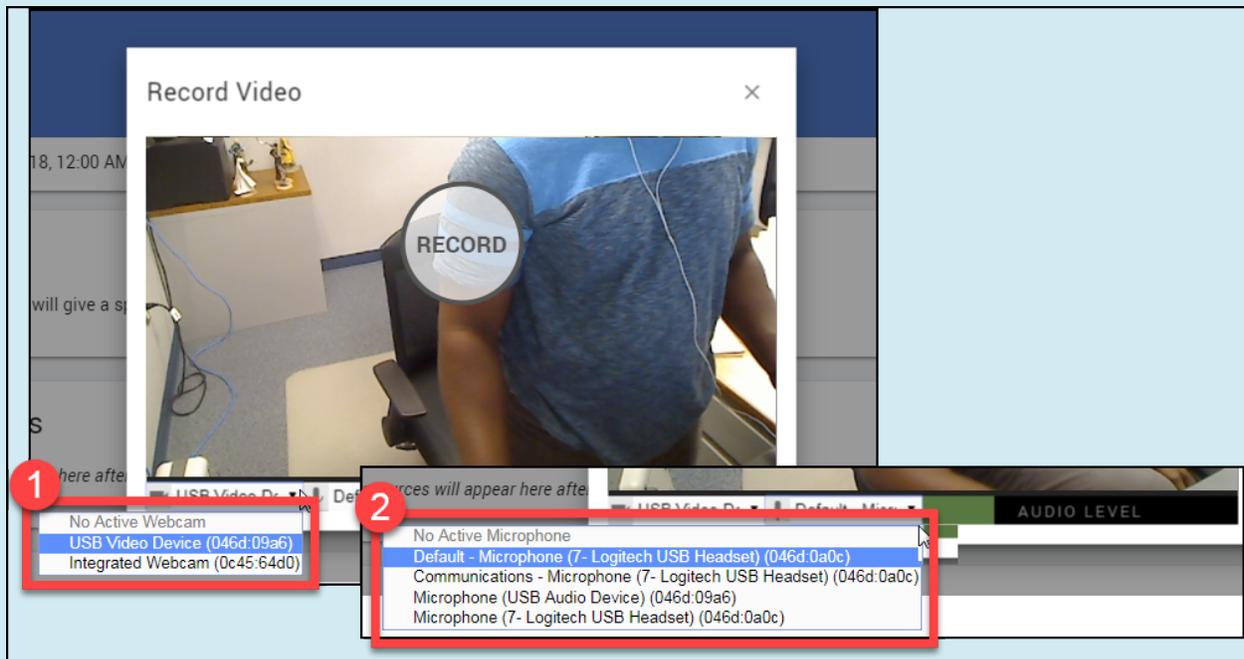
2. Click the **Record video** button.



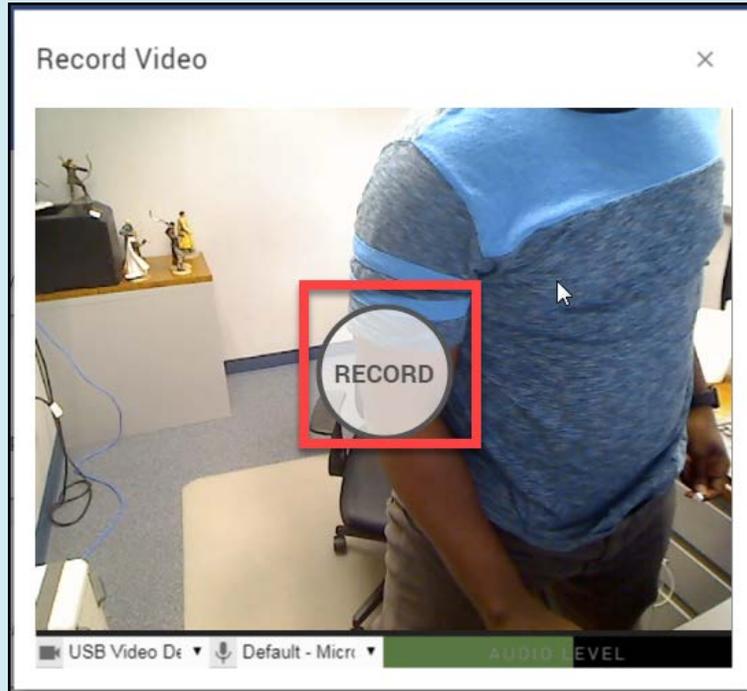
3. **Allow** your computer to share your webcam with the video assignment tool.



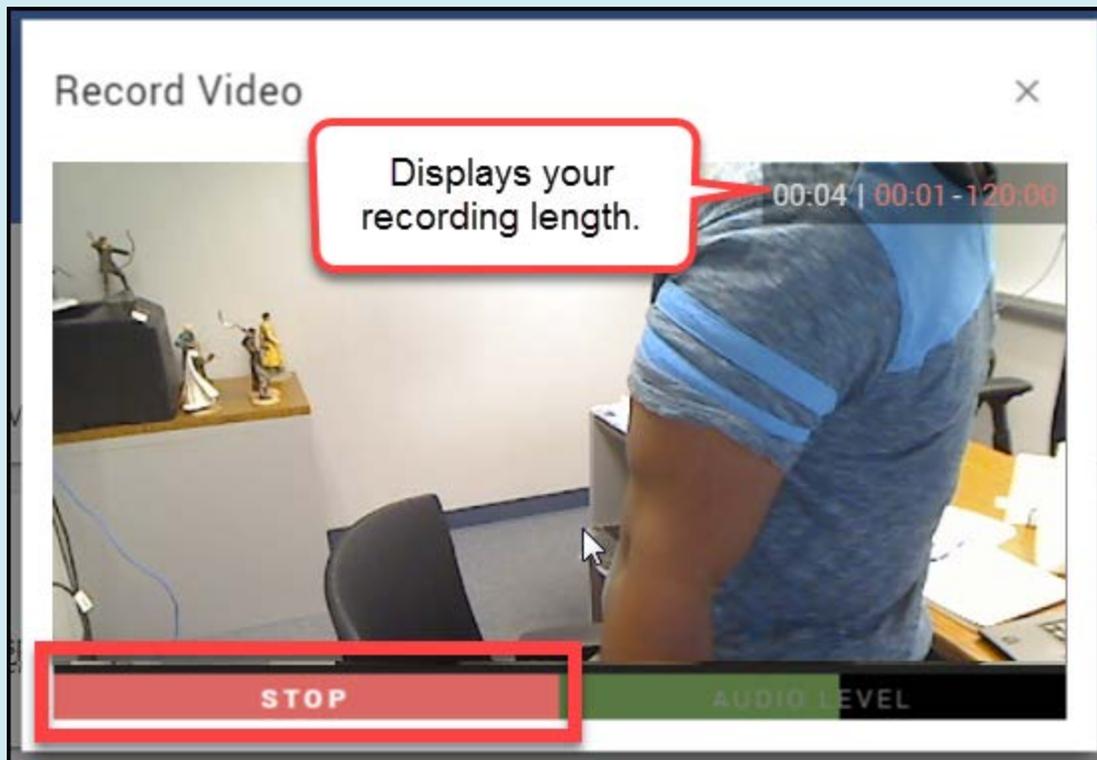
4. From the Record video screen that appears, click the **video** drop-down menu to select your webcam (if it is not automatically selected) (1), then click the **audio** drop-down menu to select your microphone (2).



5. To begin recording click the **Record button**.



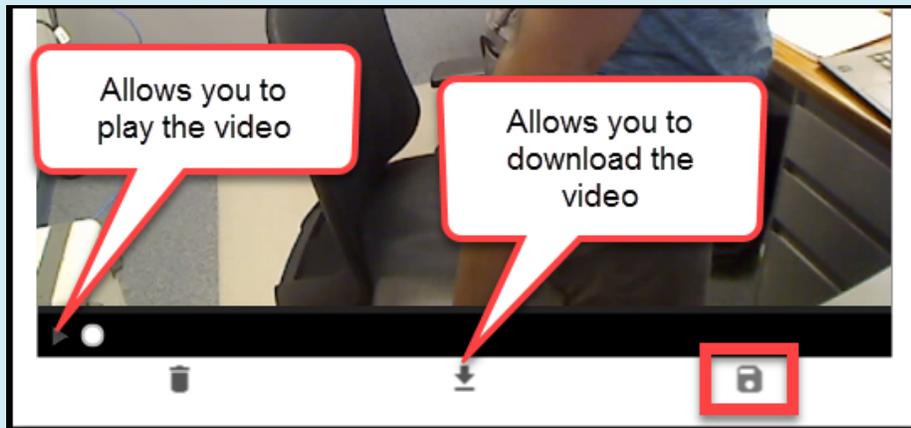
6. Your video will begin recording. When you are finished recording click the **STOP button**.



7. If/when you are satisfied with your recording and are ready to submit it click the **Save button** .

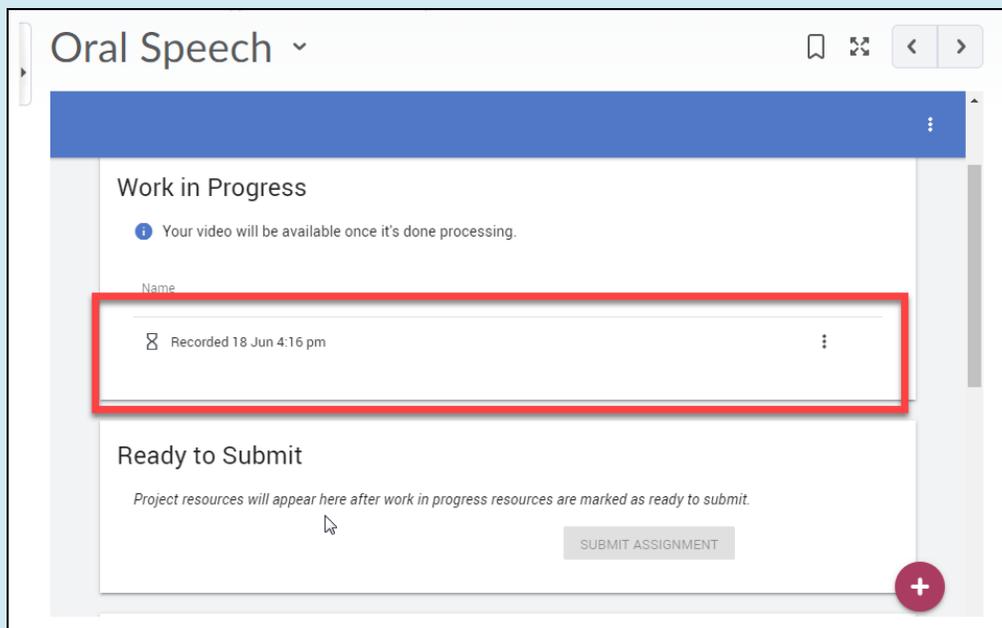
NOTE:

- You can play your video to ensure it is ok by clicking the **Play button** .
- If you would like to download your recording and save it to your computer click on **Download** .

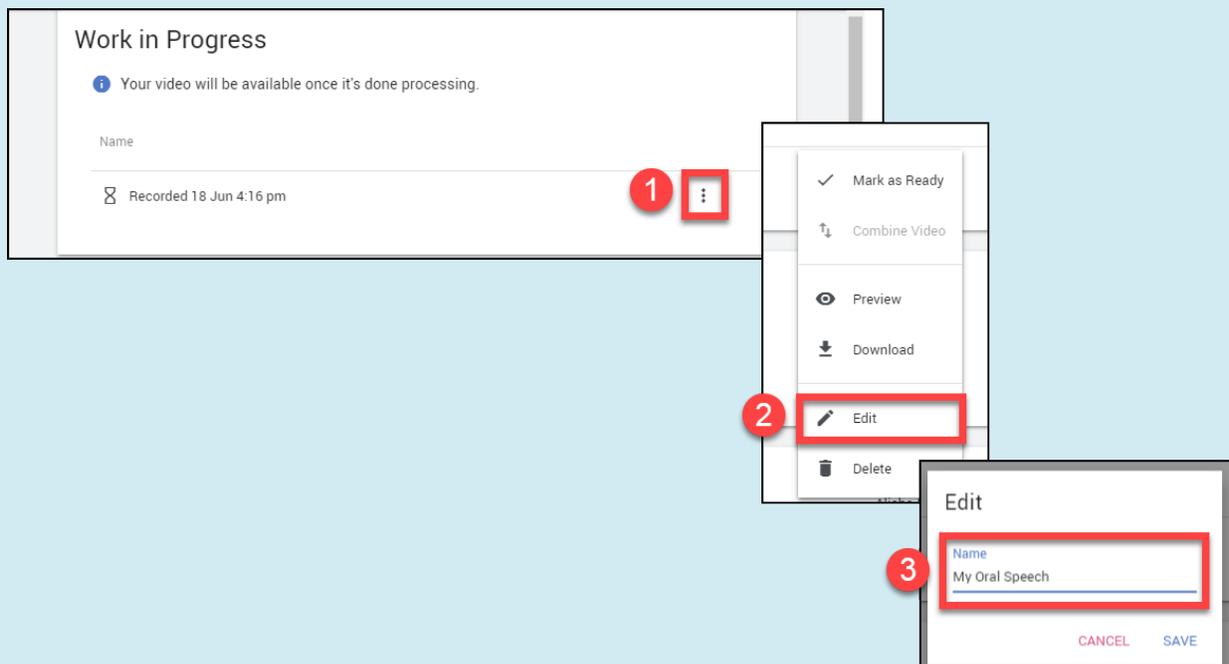


8. Your recorded video will be placed in the **Work in Progress** queue until it has finished processing.

NOTE: Even though your video is uploaded, it will still require time to process before it can be viewed. Depending on the size of the video this process could take a while.

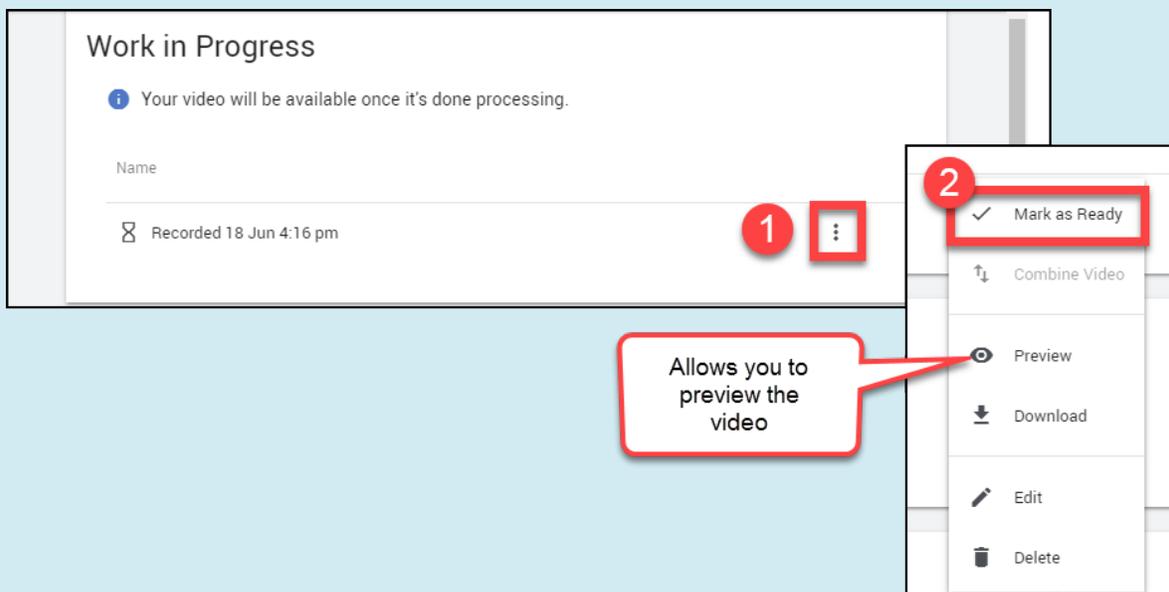


9. While the video is processing you can edit its name by clicking on the **Actions menu** (1) and selecting **Edit** (2). Then **enter a name** for your video assignment (3).



The screenshot shows a 'Work in Progress' video assignment. The video name is 'My Oral Speech' and it was recorded on 18 Jun 4:16 pm. The 'Actions menu' is open, showing options like 'Mark as Ready', 'Combine Video', 'Preview', 'Download', 'Edit', and 'Delete'. The 'Edit' option is selected, and the 'Edit' dialog box is open, showing the name field with 'My Oral Speech' entered.

10. When the video has finished processing, when you click on the **Actions menu** (1) the **Mark as Ready** option will become available, click on it (2).

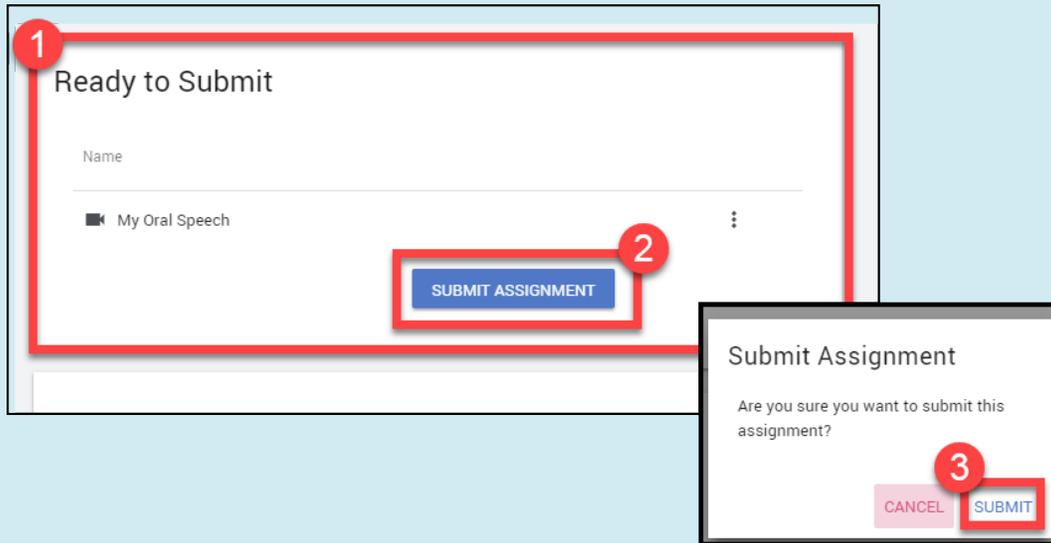


The screenshot shows a 'Work in Progress' video assignment. The video name is 'My Oral Speech' and it was recorded on 18 Jun 4:16 pm. The 'Actions menu' is open, showing options like 'Mark as Ready', 'Combine Video', 'Preview', 'Download', 'Edit', and 'Delete'. The 'Mark as Ready' option is selected.

Allows you to preview the video



11. Your video will be moved to the **Ready to Submit** queue (1). When you are ready to submit it click the **Submit Assignment** button (2). Click the **Submit** button (3).



12. Your video will now be submitted for grading.

