

How to Pre-Record and Deliver Video Content to your Students

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University IT



Learning Objectives

Participants will be able to...

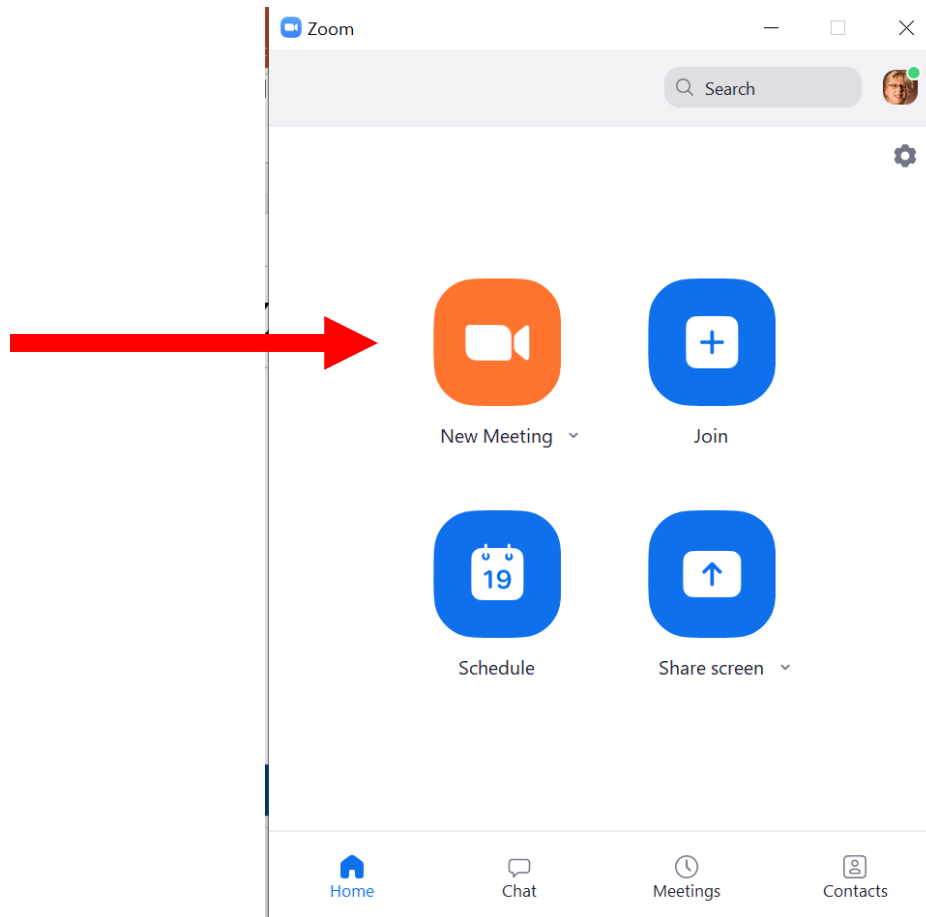
- Record a Video using Zoom
- Share their Screen while Recording
- Stream the Video to Students via Blackboard
- Describe some Best Practices for Video Creation
- Edit the Video for Captions and Quizzes



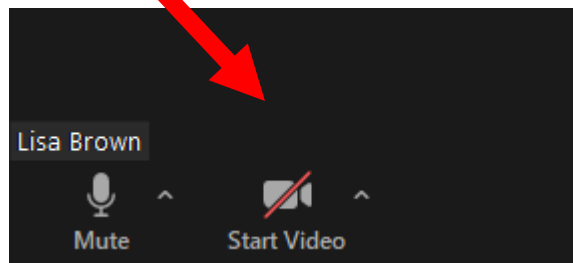
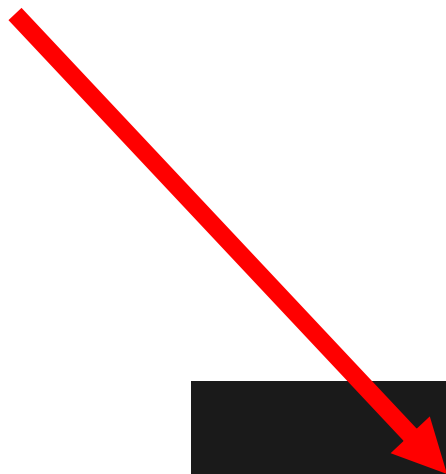
RECORDING A VIDEO



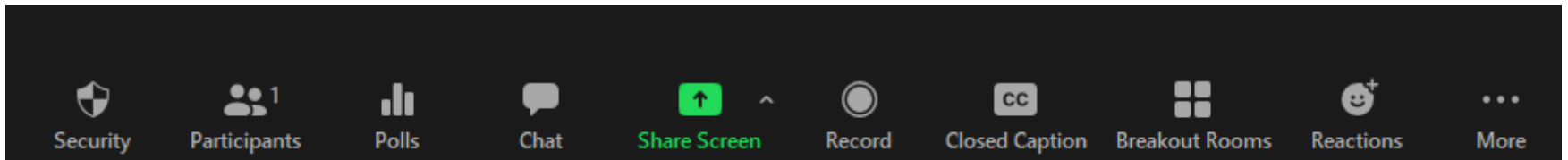
Launch a Zoom Session



Do You Want Your Video On?



Record a Lecture

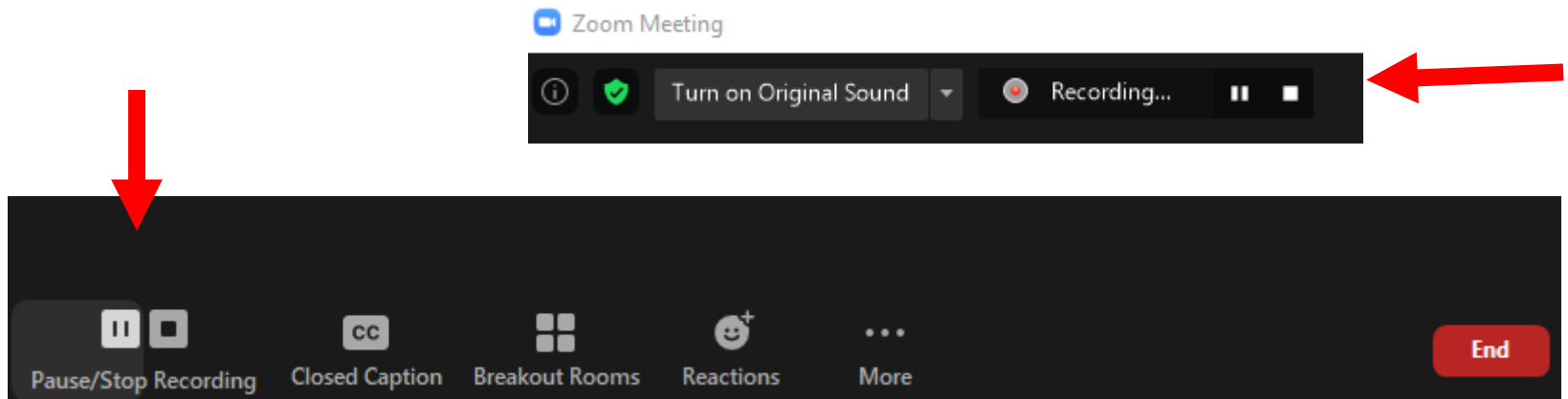


Start the recording



How to Pause/Stop Recording

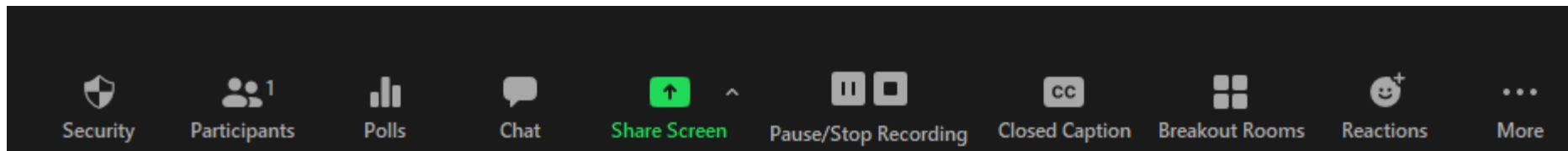
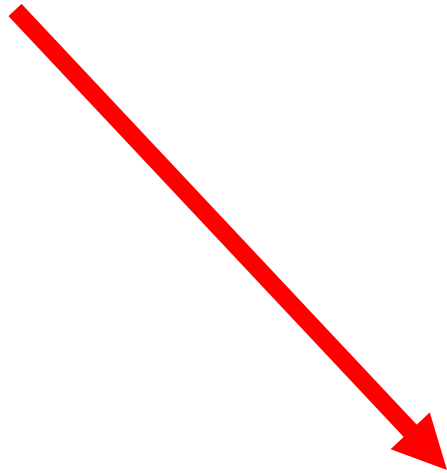
- Use **Pause** to temporarily suspend recording
- When you are done, click **Stop** recording button
- End the meeting



SCREEN SHARING OPTIONS



Do you Want to Share your Screen?



Choose What to Share

Share everything on your screen



Select a window or an application that you want to share

Basic Advanced

Screen 1 Screen 2 Screen 3 Whiteboard

iPhone/iPad

Facilitate Live Zoom Class Sessio... Capture Copied Inbox - lisa.brown@rochester.ed... Grant excerpts for Yvonne and Sa...

Share computer sound Optimize Screen Sharing for Video Clip

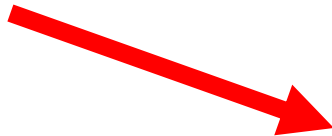
Share

Share just a specific application – already open!



Choose What to Share

If you are sharing something with sound, be sure to enable computer sound



Select a window or an application that you want to share

Basic Advanced

Screen 1 Screen 2 Screen 3 Whiteboard

iPhone/iPad

Facilitate Live Zoom Class Sessio... Capture Copied Inbox - lisa.brown@rochester.ed... Grant excerpts for Yvonne and Sa...

Share computer sound Optimize Screen Sharing for Video Clip

Share

The screenshot shows the Zoom sharing selection interface. It has a title bar with a close button and a subtitle 'Select a window or an application that you want to share'. Below the subtitle are two tabs: 'Basic' and 'Advanced'. The 'Basic' tab is selected. The interface displays a grid of sharing options: 'Screen 1', 'Screen 2', 'Screen 3', 'Whiteboard', 'iPhone/iPad', 'Facilitate Live Zoom Class Sessio...' (with a PowerPoint icon), 'Capture Copied' (with a yellow circle icon), 'Inbox - lisa.brown@rochester.ed...' (with an Outlook icon), and 'Grant excerpts for Yvonne and Sa...' (with a Word icon). At the bottom, there are two checkboxes: 'Share computer sound' and 'Optimize Screen Sharing for Video Clip'. A blue 'Share' button is in the bottom right corner.

Advanced Sharing Options

Select a window or an application that you want to share

Basic **Advanced**

PowerPoint as Virtual Background **BETA**

Portion of Screen

Computer Audio

Video

PPT

Content from 2nd Camera

Portion of the screen

Sound only

Video only

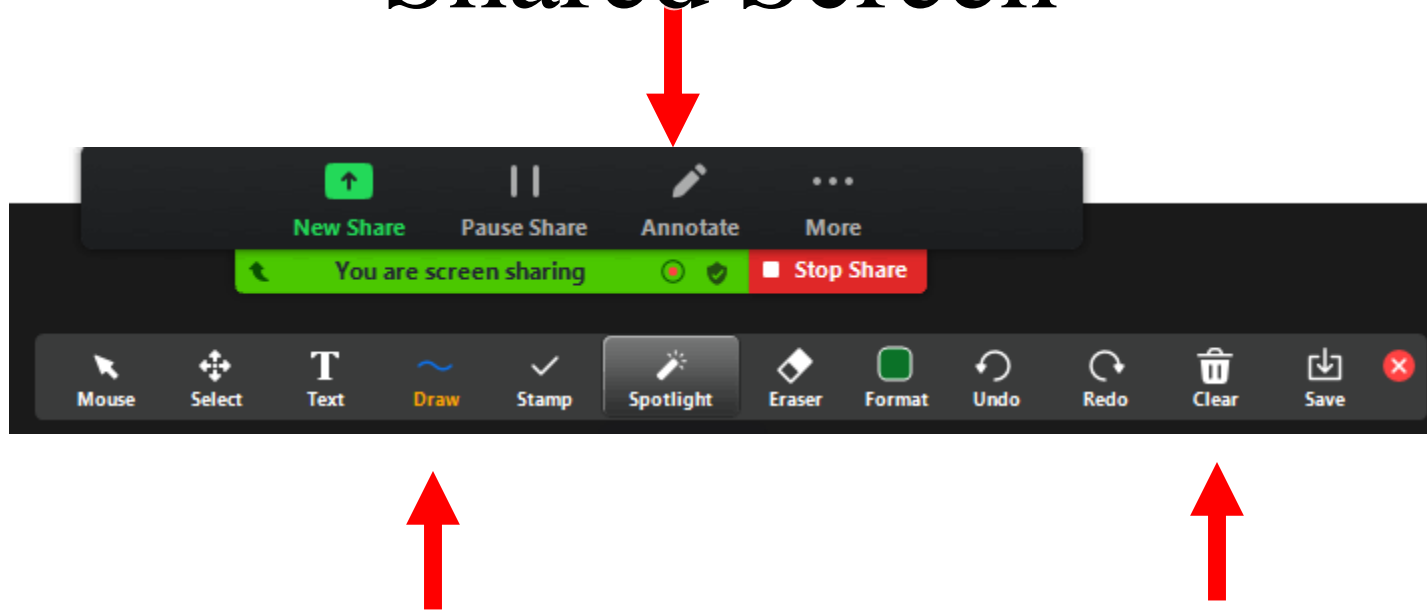
Second camera

Share sound Optimize for video clip

Share



Annotate if needed over any Shared Screen



USE THE WHITEBOARD



Share the Whiteboard

Select a window or an application that you want to share

Basic Advanced

Screen 1 Screen 2 Screen 3 Whiteboard

iPhone/iPad

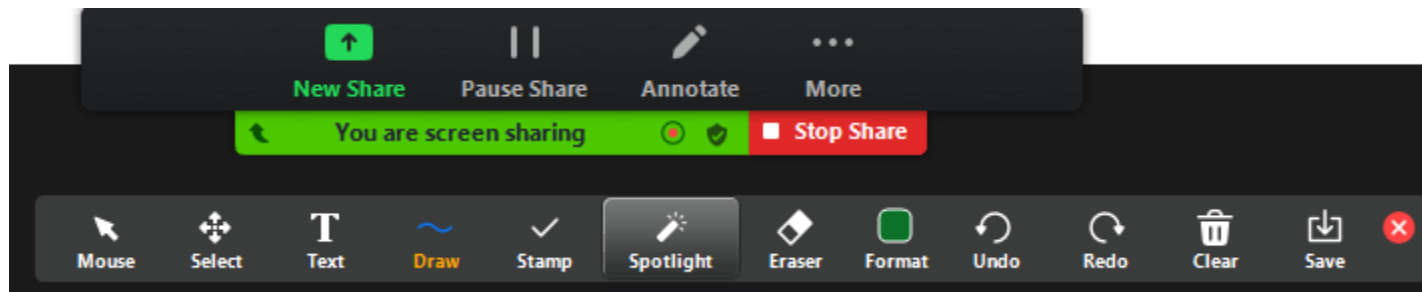
Facilitate Live Zoom Class Sessio... Capture Copied Inbox - lisa.brown@rochester.ed... Grant excerpts for Yvonne and Sa...

Share computer sound Optimize Screen Sharing for Video Clip

Share



Annotate the Whiteboard



Add Pages to the Whiteboard



Writing on the Whiteboard

- Write using your mouse.
- Purchase a bamboo/wacom tablet
- Purchase a touch screen monitor



Use an iPad or Surface Tablet

- Launch the Zoom app on this second device with all audio muted.
- Share the whiteboard from the tablet/iPad screen and draw or write on this.
- Do not host the meeting from your iPad as you will not be able to record your session.
- Continue to host the meeting from your desktop and record there.



Powerpoint as an Alternative to the Whiteboard

- Use animations to simulate writing progression in Powerpoint
 - Create the equations directly on the slide using the text features of Powerpoint and animate the adding of new information to the slide as if you were writing in chunks.
 - You can write out the equations for the full slide on paper, take a picture and add it to the slide as one whole screen and then cover the portions of the slide with “blocks” of white and animate removing them to reveal the equations as if writing.

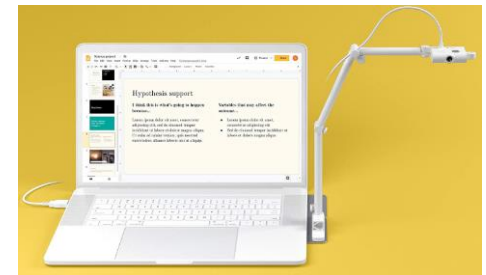
Note: Annotation from Zoom is ALSO available when using this option



Camera Alternatives to the Whiteboard

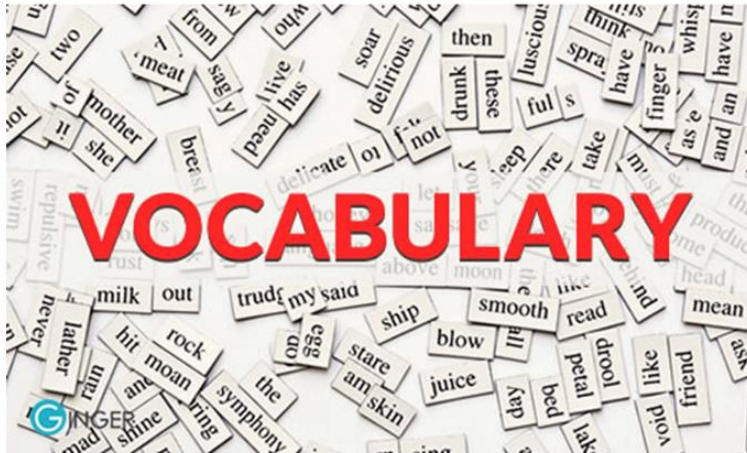
- Point a camera (either your primary or a secondary) at a real whiteboard and use markers the old-fashioned way. Be sure that you have mirroring set properly. If using a secondary camera, use the Advanced Sharing second camera option
- Purchase a document camera device and write directly on paper, projecting through Zoom using the Advanced Sharing second camera option.

Note: Annotation from Zoom is NOT available when using these options



Sharing with PPT Background

Supporting Cognitive Presence with Vocabulary & Visuals



- New vocabulary words with definitions provided prior to lesson
- Visual representation of vocabulary words, in addition to text
- Include an explanation of why these words will be important

< > 1 of 1 ...

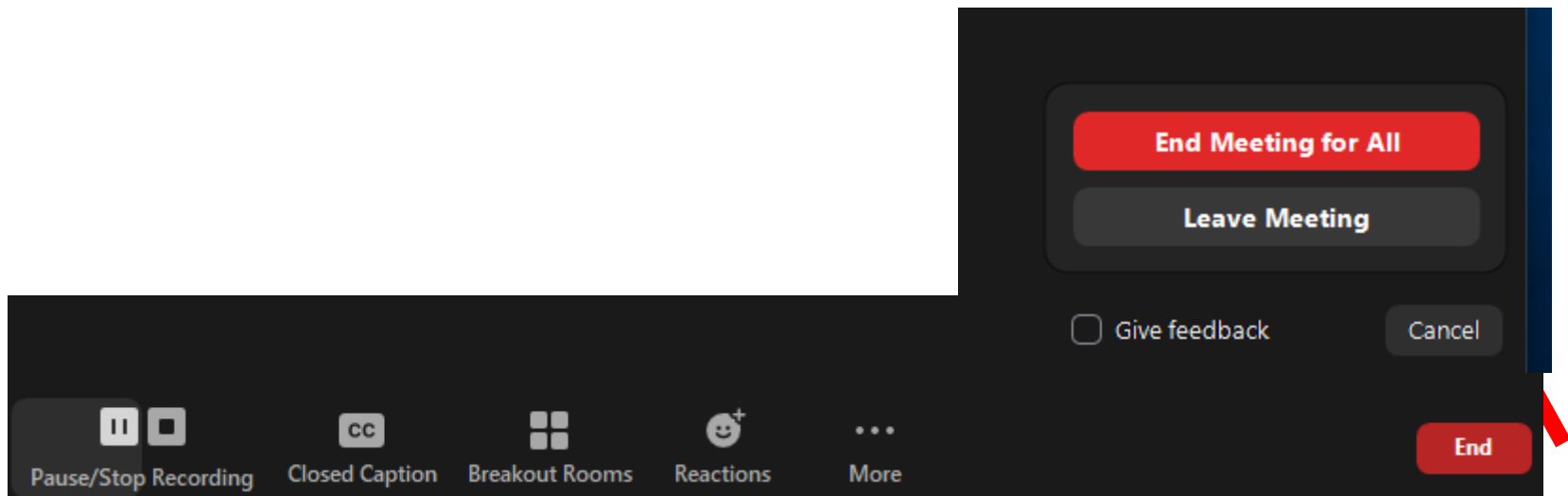


STREAM YOUR VIDEO



End the Meeting

- When you **End the Meeting**, Zoom will create an mp4 file on your computer.





Converting meeting recording

You have a recording that needs to be converted before viewing


3% 

Note: After the file has completed converting, if you choose to rename the file from the default naming convention, we recommend you use a unique file name. We recommend you do not use the words "Zoom", "Personal Meeting Room", or "My Meeting" when saving your meeting files.




Stop Converting



Share View


« zoom » 2021-0... 

Search 2021-09-29 20.35.17 online teaching and learning - fall2021wse 91288432629

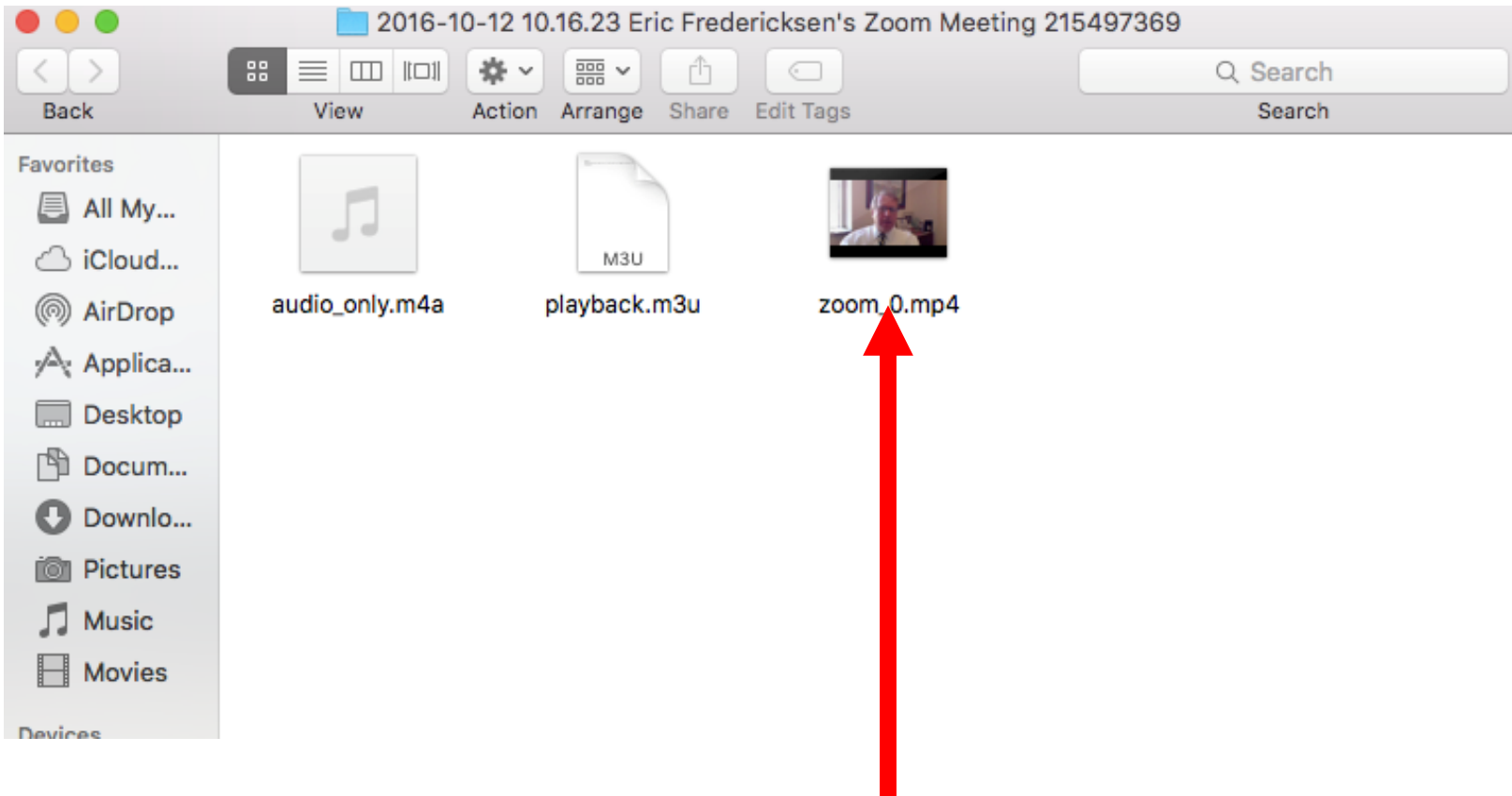
Name	Date modified	Type	Size
 audio1197302461	9/29/2021 10:07 PM	MPEG-4 Audio	28,932 KB
 recording.conf	9/29/2021 10:07 PM	CONF File	1 KB
 video1197302461	9/29/2021 10:07 PM	MP4 Video File (VLC)	93,509 KB

ions

22



File Created After Conversion

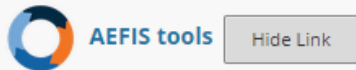


*rename the video file on your computer before uploading



Access to Panopto

Tools



AEFIS tools

Hide Link

View syllabus, evaluations, assessments and more.



Achievements

Hide Link

Achievements



Announcements

Hide Link

Create and view Course Announcements.



My Grades

Hide Link

Displays detailed information about your grades.



Panopto Content

Hide Link

Panopto Content



Piazza

Hide Link



Upload Media

Panopto Content

Search in folder "EDE484.1.FALL2022WSE: Online Teaching and Learning ..."

+ Create Powered by Panopto

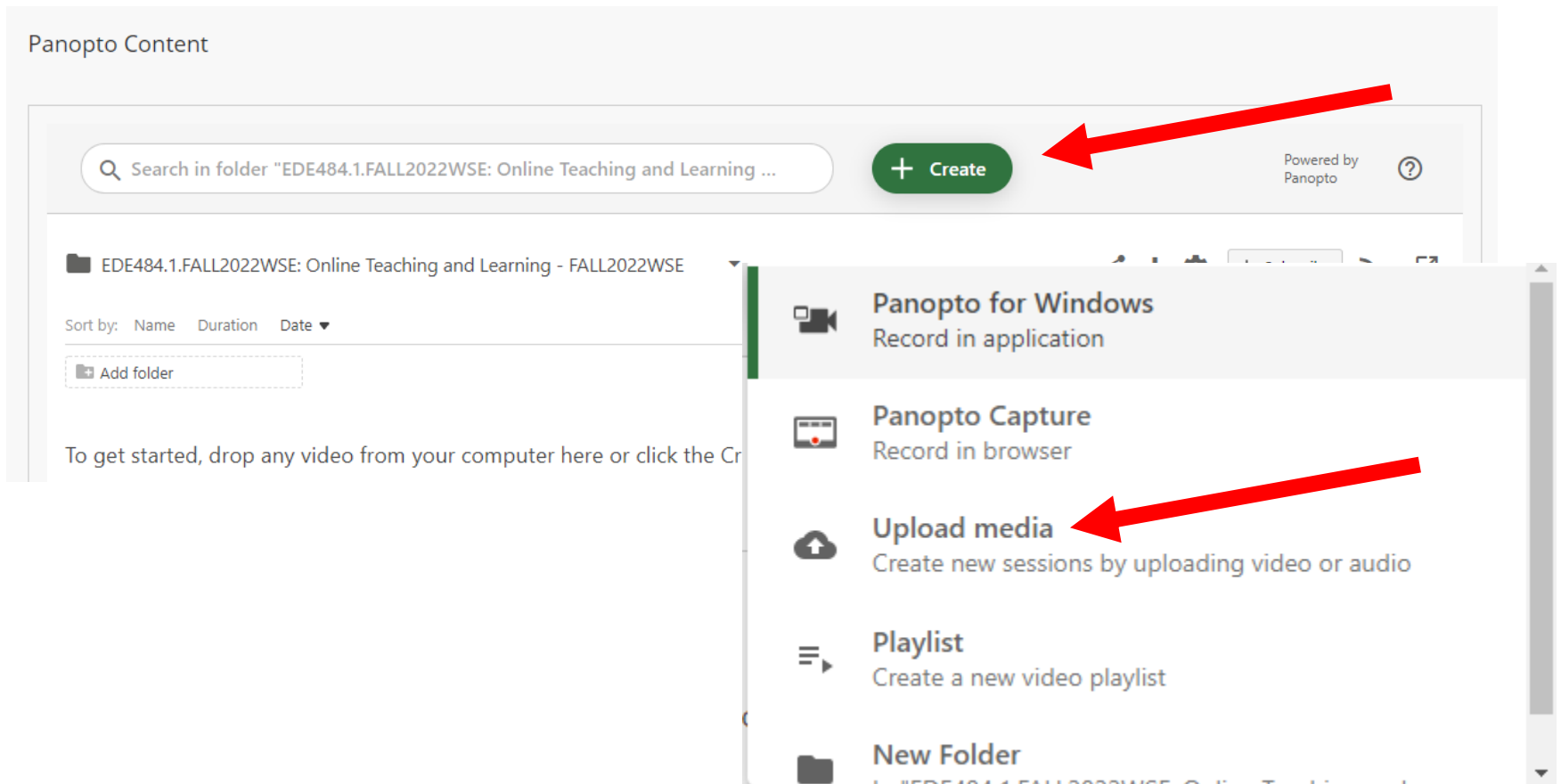
EDE484.1.FALL2022WSE: Online Teaching and Learning - FALL2022WSE

Sort by: Name Duration Date

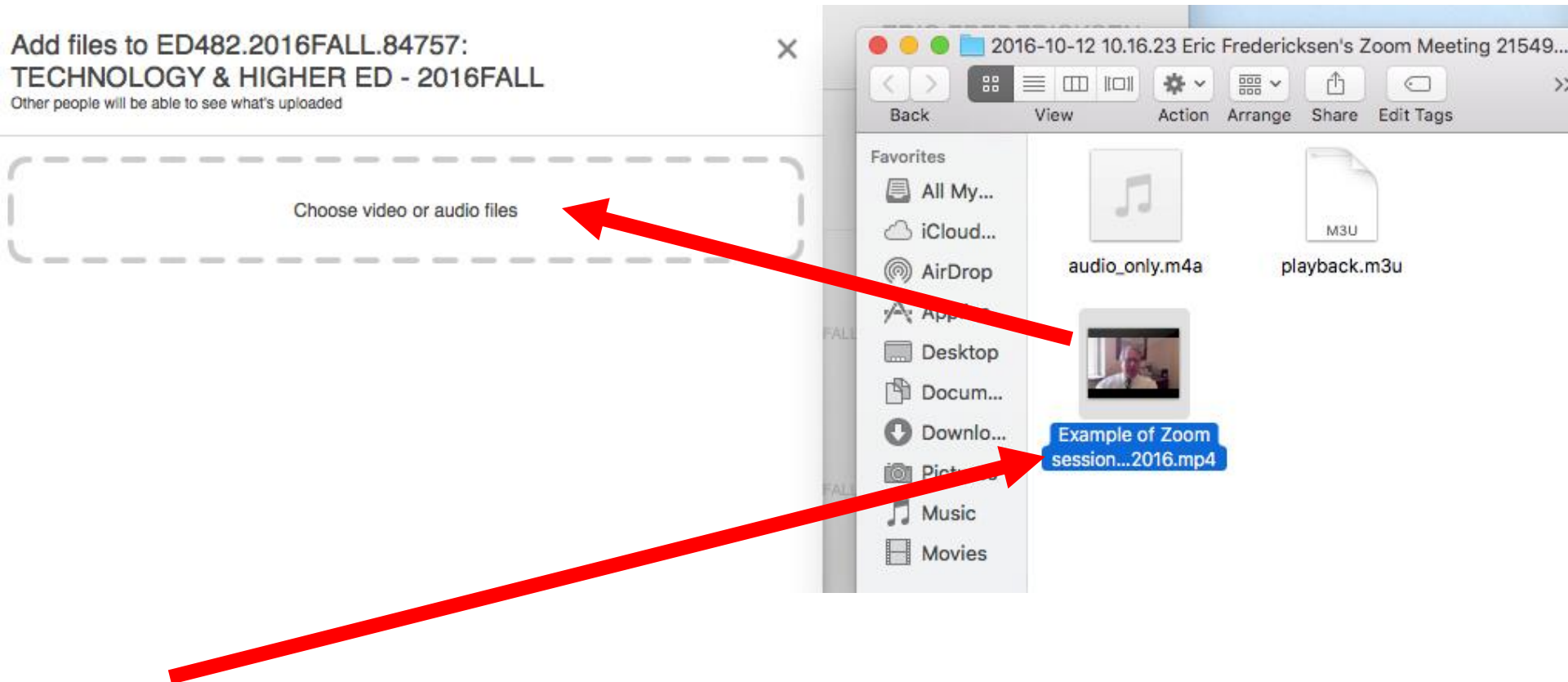
Add folder

To get started, drop any video from your computer here or click the Cr

- Panopto for Windows**
Record in application
- Panopto Capture**
Record in browser
- Upload media**
Create new sessions by uploading video or audio
- Playlist**
Create a new video playlist
- New Folder**



Drag or Choose Your File



*rename the video file on your computer before uploading



Use Panopto Video Link

The screenshot displays a Blackboard course interface for 'DESIGNING ONLINE COURSES - 2020SPRING EDE486.2020SPRING.47358'. The page is titled 'Module 4 - Instructional Resources and Technology Tools'. A navigation menu on the left includes options like 'Course Home Page', 'Announcements', 'Course Schedule', 'Assignment Checklist', 'Syllabus', 'Learning Modules', 'Quickly Attendance', 'Discussion', 'Email', 'Library Resources', 'Textbooks', 'Reserves', 'Journals', and 'Groups'. The main content area features a 'Kahoot - Intro to Module 4' section with a 'More Tools' button. A dropdown menu is open from this button, listing various tools: Discussion Board, Blogs, Journals, Groups, Tools Area, Panopto Video Link, Achievements, VoiceThread, and GoReact. A red arrow points to the 'Panopto Video Link' option. Below this, there is a 'Module Overview' section with text about the module's focus on instructional resources and technology tools, and a list of tasks for the two-week period, including reading assigned articles and book chapters.



Choose Your Video

Insert Panopto Video

* Folder EDE486.2020SPRING.47358: DESIGNING ONLINE COURSES - 2020SPRING ▾

* Lecture ✓ -- Select a Lecture --

* Title EDE486 Zoom Jan 21 2020

Description EDE486 Zoom Jan 28 2020

EDE486 Zoom Feb 4 2020

EDE486 Zoom Feb 11 2020

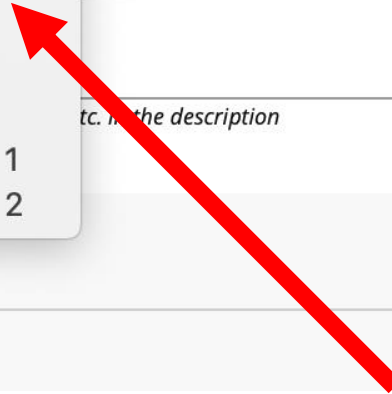
EDE486 Zoom Feb 18 2020

EDE486 Zoom Mar 3 2020 Part 1






EDE486 Zoom Mar 3 2020 Part 2

etc. in the description

Cancel Submit



Panopto Videos in Blackboard

	<u>Module 1.1 - Course Introduction and Overview</u> ▼
	Time required: 05:24
	<u>Module 1.2 - Observations and Variables</u> ▼
	Time required: 03:49
	<u>Module 1.3 - Codebooks</u> ▼
	Time required: 04:51
	<u>Module 1.4 - Data Types</u> ▼
	Time required: 03:30
	<u>Module 1.5 - Basic Statistics</u> ▼
	Time required: 04:33



BEST PRACTICES FOR VIDEO



Good Video Practices

6 tips for recording *Video*

Today, instructors and students can record video easily from a webcam or mobile device, providing an array of ways to humanize online learning.

1 USE FRONTAL LIGHT



Where is your light source? Record so your face is illuminated.

2 BE AWARE OF WHAT'S BEHIND YOU



A background can be a great way to convey a sense of who you are, but may also share more than you'd like.

3 GET A GOOD MICROPHONE



Buy a USB microphone and test your sound before recording.

4 BE REAL



Don't try to be perfect. Mistakes simply make you more human.

5 IT GETS BETTER!



Over time, it won't feel so weird to talk to your webcam.

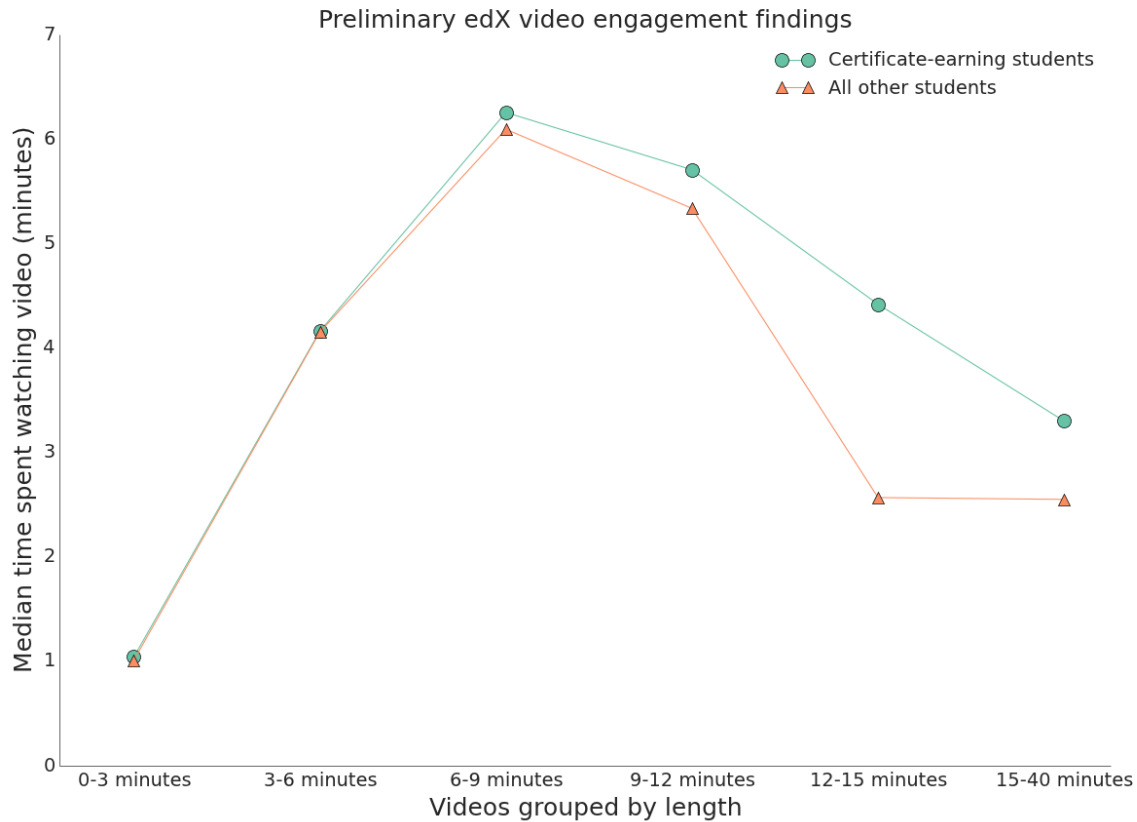
6 KEEP IT BRIEF



Aim for 5 minutes max. Identify your goals before you record.



Attention Span => Video Length



Analysis by Philip Guo (pg@cs.rochester.edu)



5 P's to a Great Instructional Video Recording

- Plan
- Practice
- Prune
- Prepare
- Perform

<https://www.urmc.rochester.edu/institute-innovative-education/educational-it/online-learning/develop-digital-content/the-5-p%E2%80%9Ds-behind-a-great-instructional-video.aspx>



EDITING AND OTHER FEATURES



Access Settings



Test link

8 months ago in JoeSandbox: Joe's Sandbox Course

 Settings



Share



Edit



Stats



Delete



Change Video Name

2019_10_17_TaskForceMeeting
9 months ago

Settings Share Edit Stats Delete

Session Information

Name 2019_10_17_TaskForceMeeting
Save Cancel

2019_10_17_TaskForceMeeting

Session Information

Overview	Name	2019_10_17_TaskForceMeeting	Edit
Share	Folder	ADMIN.AllyPilot: Ally Pilot information	Edit
Outputs	Preview image		Edit
Quiz Results			
Streams			
Clips			
Search			



Access Editing Functions



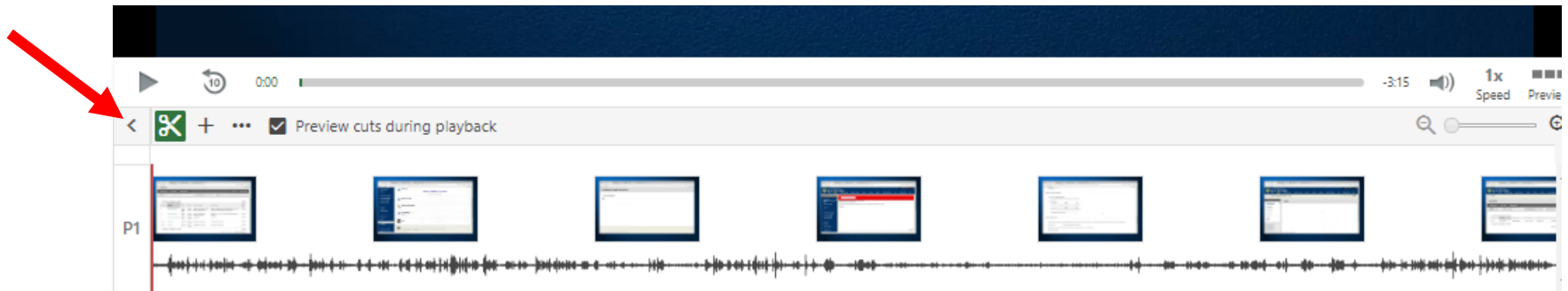
Test link

6 months ago in [JoeSandbox: Joe's Sandbox Course](#)

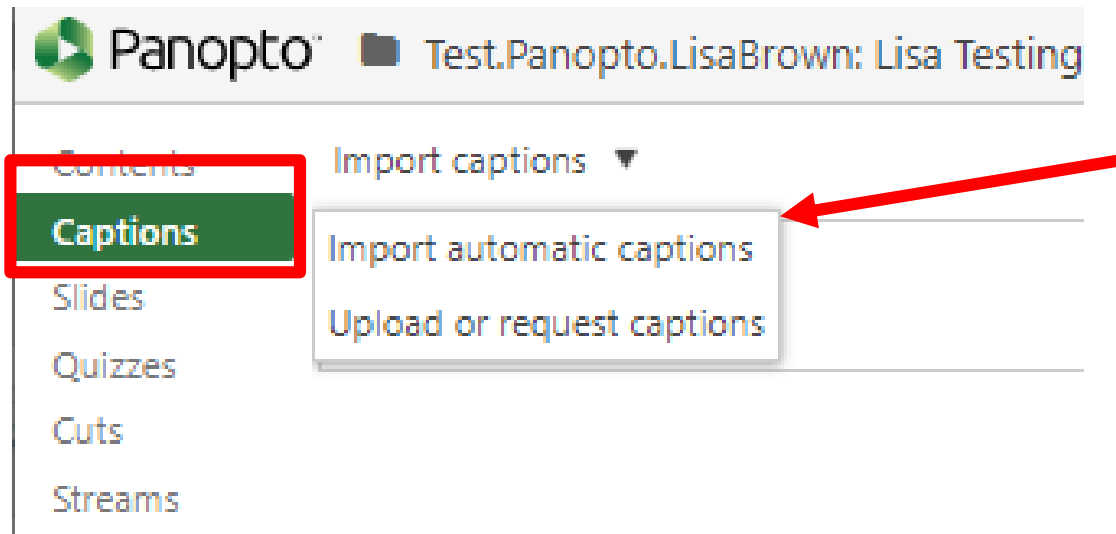
 Settings  Share  Edit  Stats  Delete



Simple Editing



Closed Captioning Automatic Captions

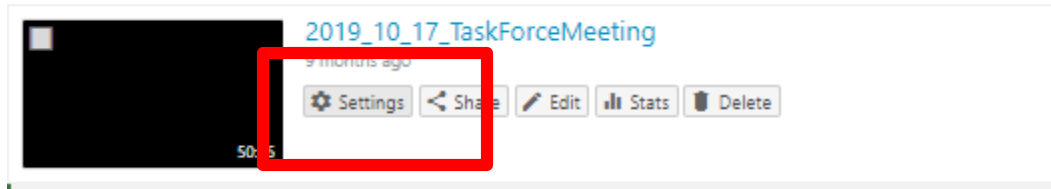


Edit the Captions

Contents	Import captions ▼	
Captions	hi everyone. I'd like to make sure that we're all on the same page with regards to online teaching	0:03
Slides		
Quizzes		
Cuts	and learning. this short presentation will provide you with some background history	0:08
Streams		
	and basic research and this topic.	0:13
	what I need you to come home and enjoy down some ideas	0:20
	what you said. when you think up an online course.	0:25
	you have some things. so let me ask you. do you think of online	0:37
	self paced. lots of videos.	0:43
	this is an online course is easier. in a little while	0:48
	if you like you to be isolated. taking it all on our online	0:53
	courses cheaper than normal I'm interested in hearing your thoughts.	0:59
	when we get together. when you think	1:04
	about online courses. do you to see a student loan and frustrated	1:09



Closed Captioning Upload caption file



▶ New Blackboard Learn Training 8/11/2016



Overview

Share

Outputs

Quiz Results

Streams

Search

Captions

Manage

Log

Captions

No captioning services are enabled or you do not have permission to request captions. Please contact your site administrator.

Upload Captions

Choose File no file selected

Upload Captions



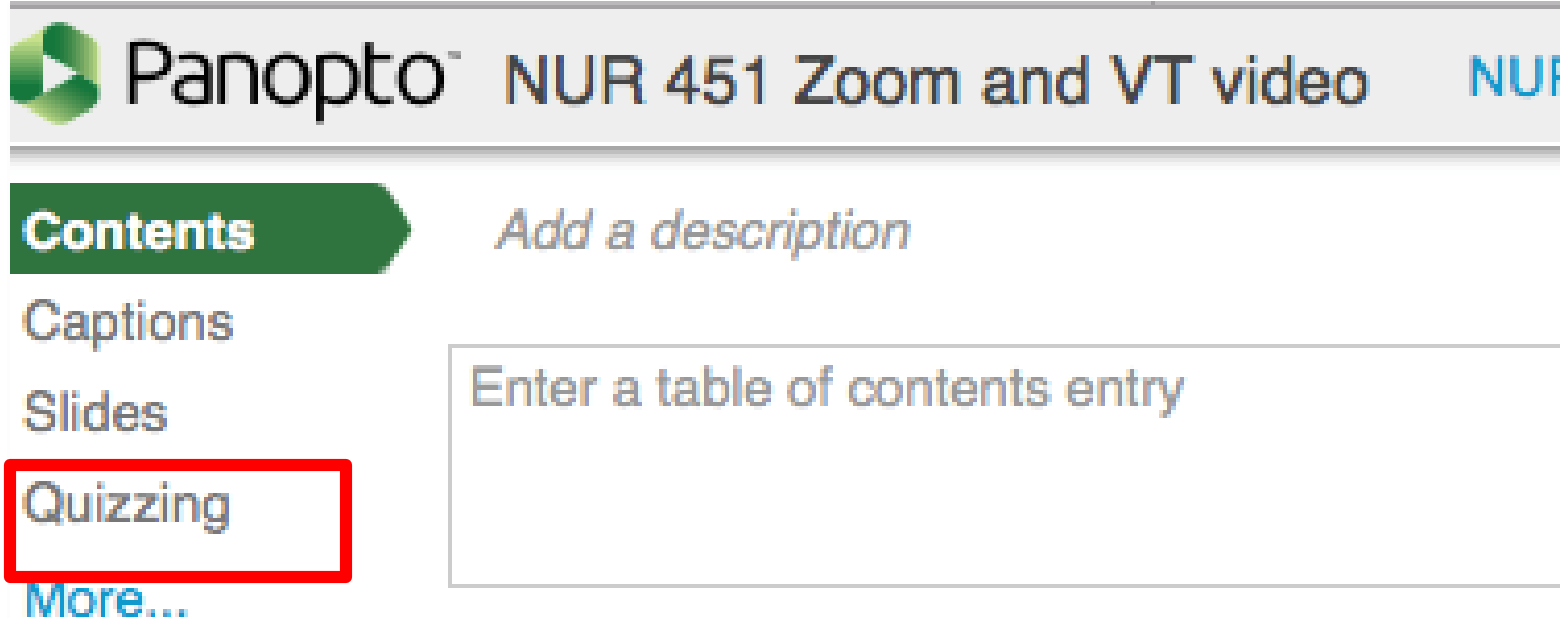
Panopto Quizzes

- Add Quiz Questions into a Panopto Video
- Create Video Quiz Link in Blackboard



Quizzing within Video

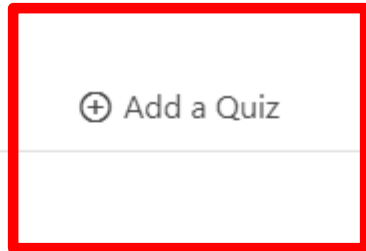
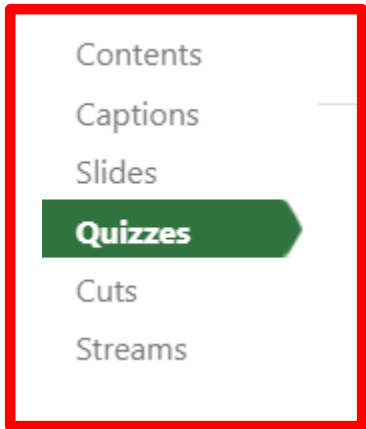
<https://support.panopto.com/articles/Documentation/Quizzing-Feature>



The screenshot shows the Panopto video player interface. At the top, there is a header bar with the Panopto logo, the video title "NUR 451 Zoom and VT video", and a "NUR" label. Below the header, there is a navigation menu with several options: "Contents", "Captions", "Slides", "Quizzing", and "More...". The "Quizzing" option is highlighted with a red rectangular box. To the right of the "Contents" option, there is a text input field with the placeholder text "Enter a table of contents entry".



Add A Quiz



Switch to Quizzes
Click "Add a Quiz"

Make sure that you are
already in the location in
video timeline where
Quiz will go



Three types of Questions

Quiz

1 of 1

Question

Answer 1

Answer 2

True/False

Multiple Choice

Multiple Select



Quiz Options

Quiz

Quiz Position h:mm:ss.ss
0:00:00.00

- Allow viewers to retake this quiz
- Show grade after taking this quiz
- Allow review of correct answers and explanations
- Block advancing in the video until answering this quiz



Quiz Results

Using Social Media Strategically

5 months ago

Settings Share Edit Stats Delete

ly

Overview
Share
Outputs
Quiz Results
Streams
Clips
Search
Captions
Manage
Log

Quiz Results Summary

Section	Position	Results
Quiz	06:36	12/12 (100%)

User Results Summary

User	Quizzes Taken	Results
[Redacted]	1/1 (100%)	3/3 (100%)
[Redacted]	1/1 (100%)	3/3 (100%)
[Redacted]	1/1 (100%)	3/3 (100%)
[Redacted]	1/1 (100%)	3/3 (100%)

Detailed Results By Section

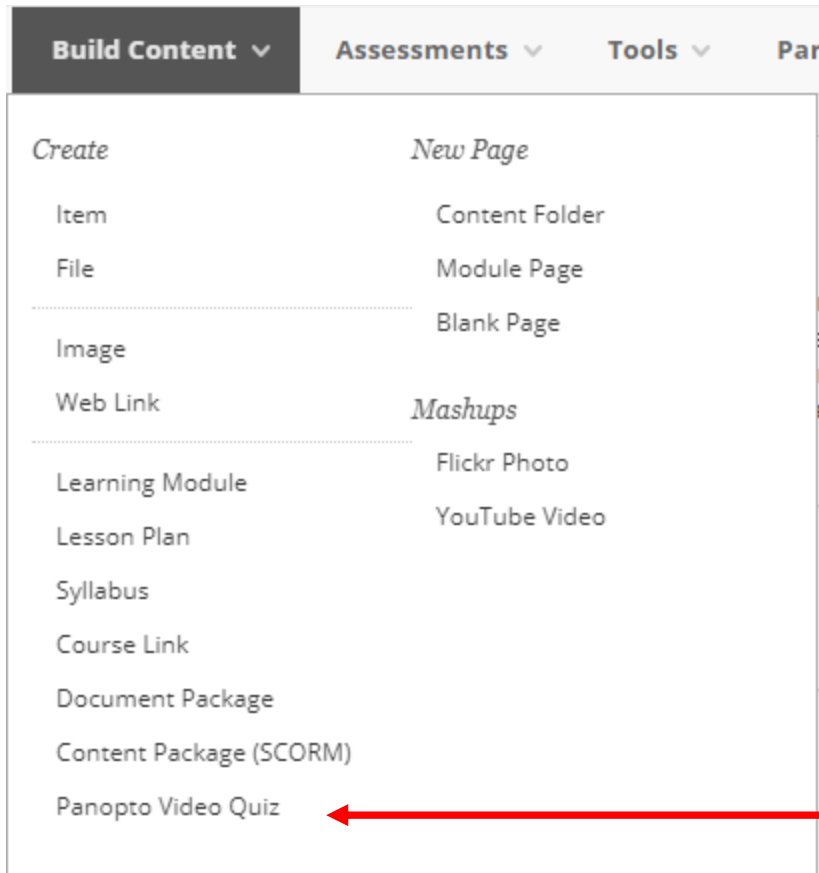
Section: Quiz

Question	Type	Results
1: Surveys and focus groups are among the ways to do ma...	True / False	4/4 (100%)
2: Which of the following is NOT a question to ask yourself...	Multiple Choice	4/4 (100%)
3: The only way for a brand new social media account to a...	True / False	4/4 (100%)

User	Results
[Redacted]	3/3 (100%)
[Redacted]	3/3 (100%)
[Redacted]	3/3 (100%)
[Redacted]	3/3 (100%)



Add to Blackboard with Grade Passback



<https://tech.rochester.edu/p/panopto-special-features/>

Use this option
Creates a Grade Center
column
Passes Grade back
from Panopto



See Viewing Statistics



Test link

6 months ago in JoeSandbox: Joe's Sandbox Course

 Settings  Share  Edit  Stats  Delete



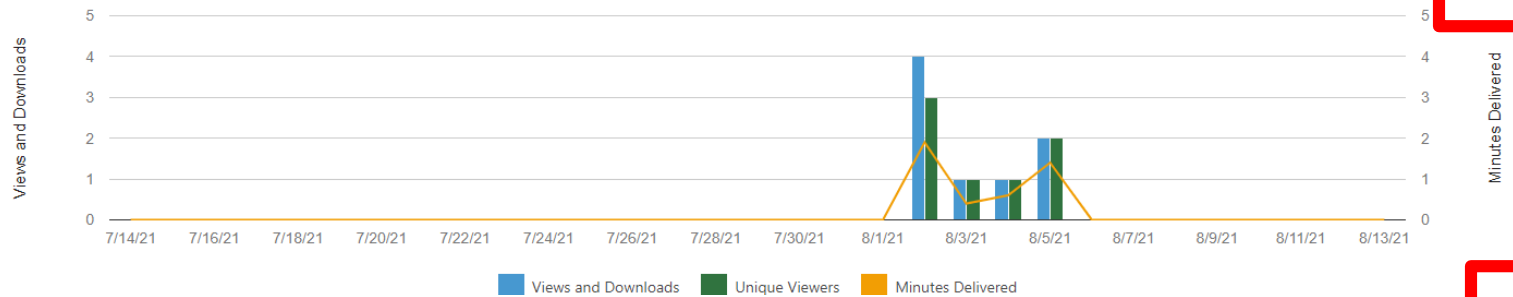
Video Viewing Statistics

Last 30 days ▾

Session Dashboard

8 Views and Downloads	7 Unique Viewers	4.3 Minutes Delivered	0.6 Video Duration Minutes	95.6% Average Completion
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Views and Downloads by Day



Top Viewers

Viewer	Views and Downloads ▾	Minutes Delivered	Average Minutes Delivered	Percent Completed	Notes	Comments
	2	0.6	0.3	100	0	0
	1	0.4	0.4	69	0	0
	1	0.6	0.6	100	0	0
	1	0.8	0.8	100	0	0
	1	0.6	0.6	100	0	0

[See All](#)



Course Folder Stats

Views and Downloads

18

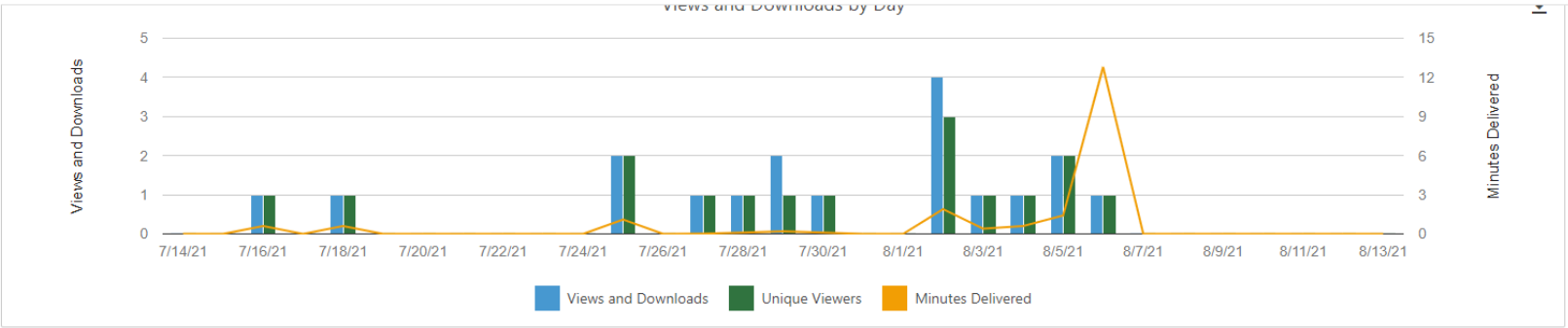
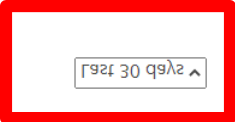
Unique Viewers

9

Minutes Delivered

7.1

Folder Dashboard



Top Sessions

Session	Views and Downloads	Minutes Delivered	Average Minutes Delivered	Video Duration Minutes	Unique Viewers
Welcome to Module 10	8	4.3	0.5	0.6	7
Welcome to Module 9	5	1.4	0.3	0.5	3
Module 8 Wrap-Up	2	1.1	0.6	0.6	2
Welcome to EDE484	1	0.03	0.03	1.1	1
Module 9 Recording	1	0.1	0.1	47.9	1

[See All](#)



**THANK YOU
QUESTIONS?**



More Workshops

<http://rochester.edu/online-learning/index.html>

▪ .



Video Tutorials

- <http://rochester.edu/online-learning/disruption/index.html>

