

How to Record & Submit a Video

Step 1:

Record your video using your Chromebook.

Step 2:

Save your video to your Google Drive.

Step 3:

Create a share link to your video.

Step 4:

Post the share link in Schoology.

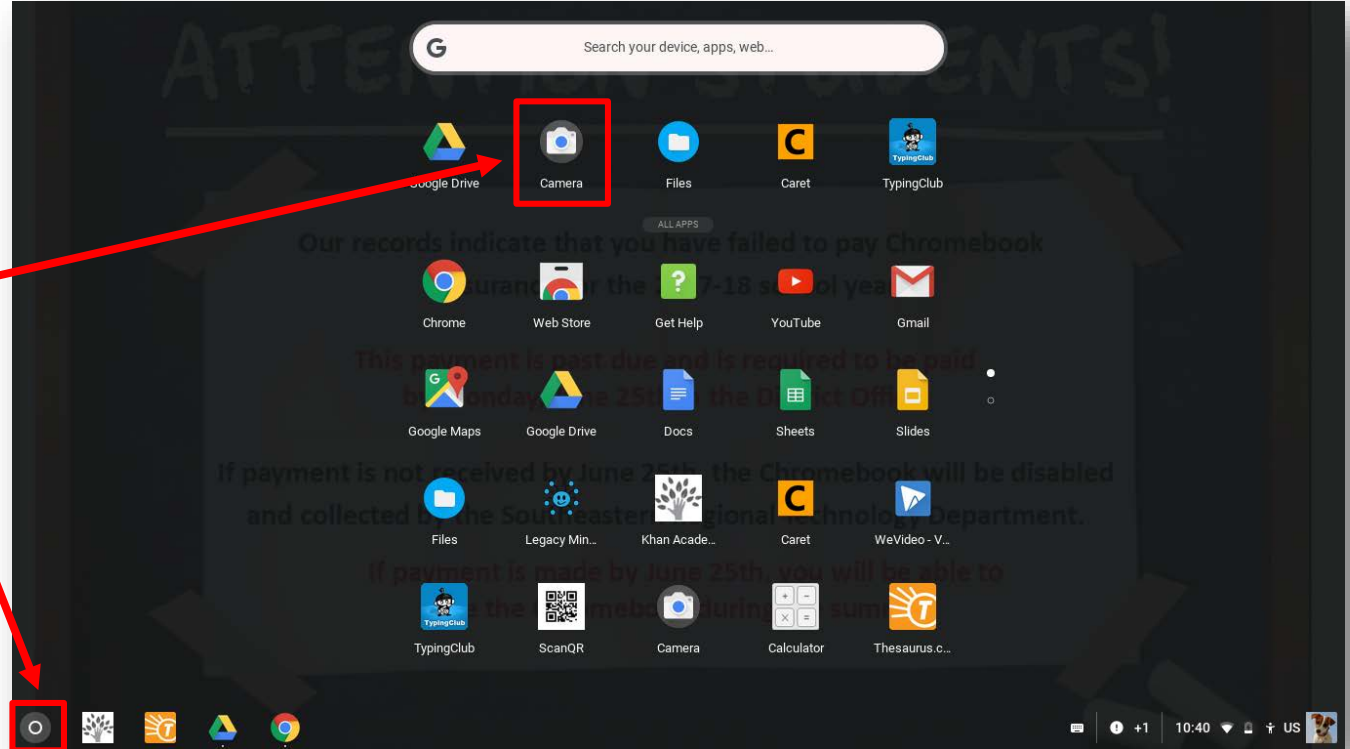


Step 1: Record your video using your Chromebook.

Turn on your Chromebook.

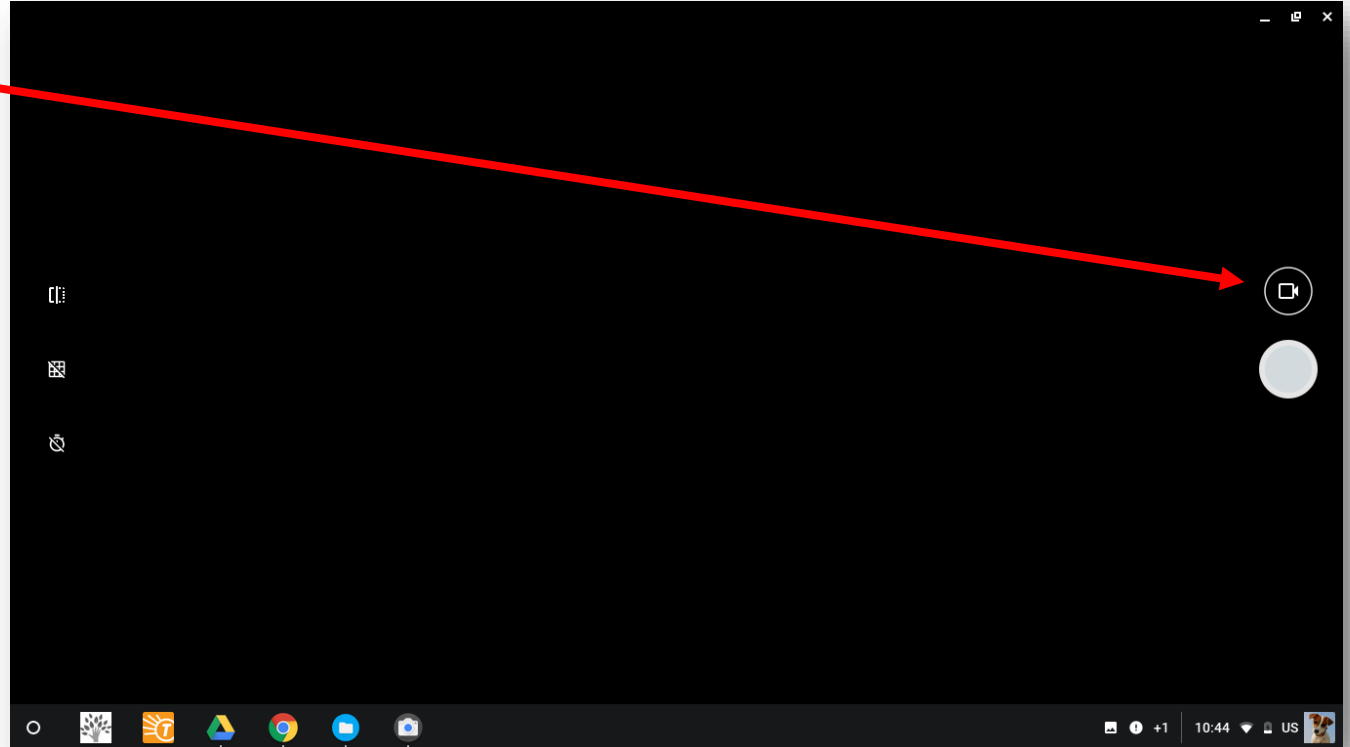
Click on the menu icon.

Find and click on the camera icon.



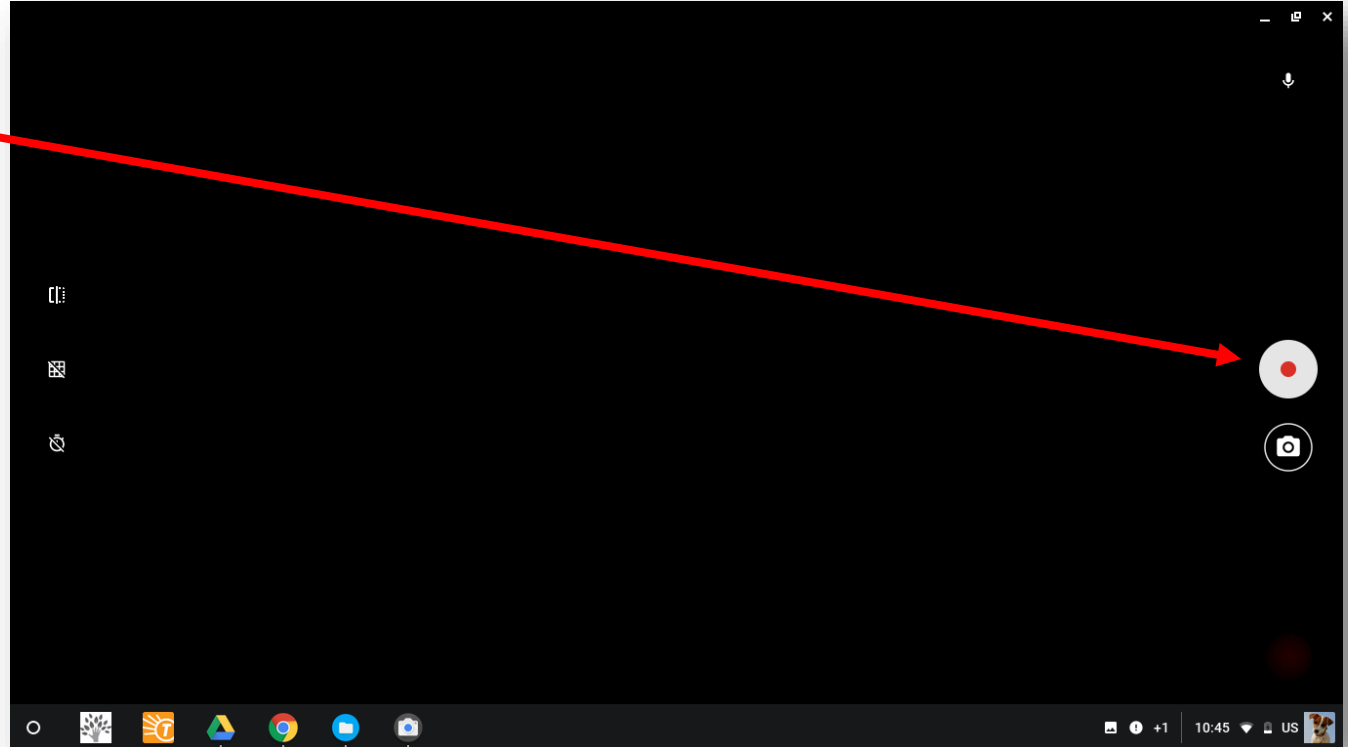
Step 1: Record your video using your Chromebook.

Click on the video icon to switch from camera to video.



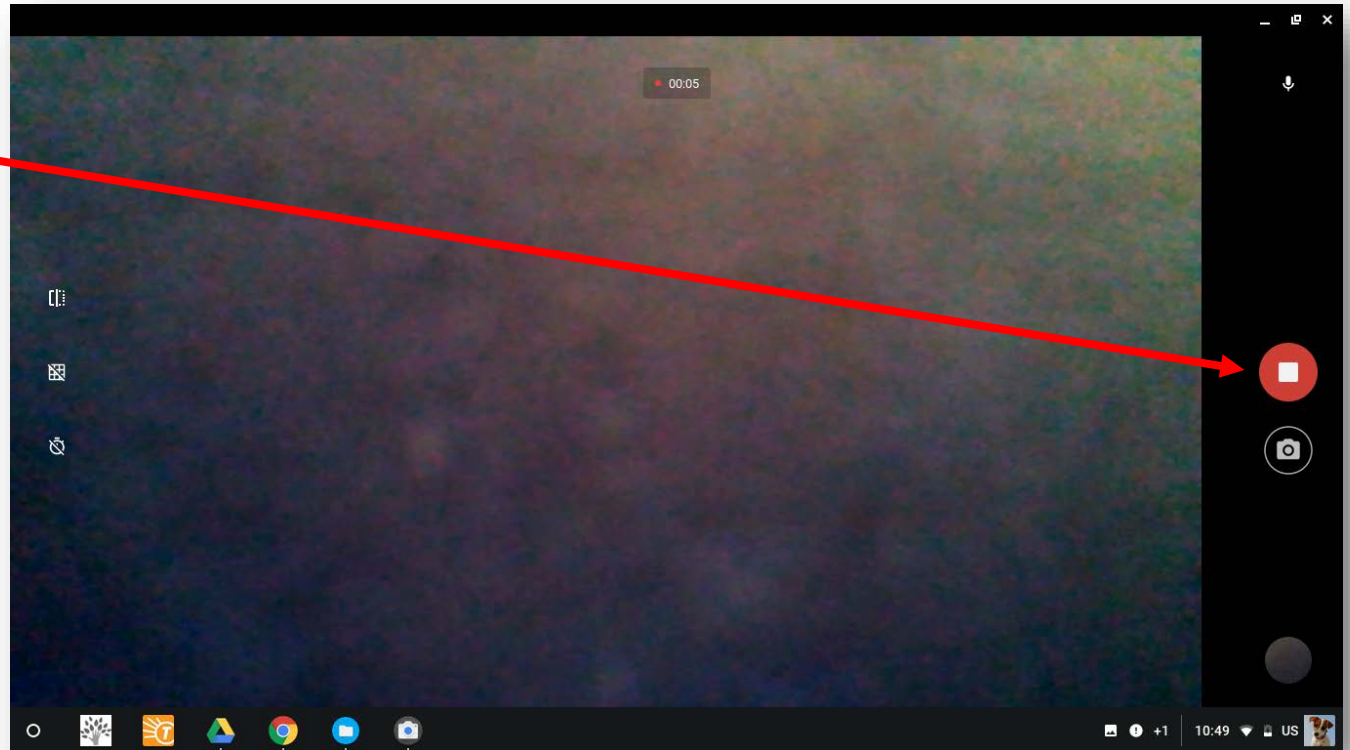
Step 1: Record your video using your Chromebook.

When you are ready to begin recording, click on the record button.



Step 1: Record your video using your Chromebook.

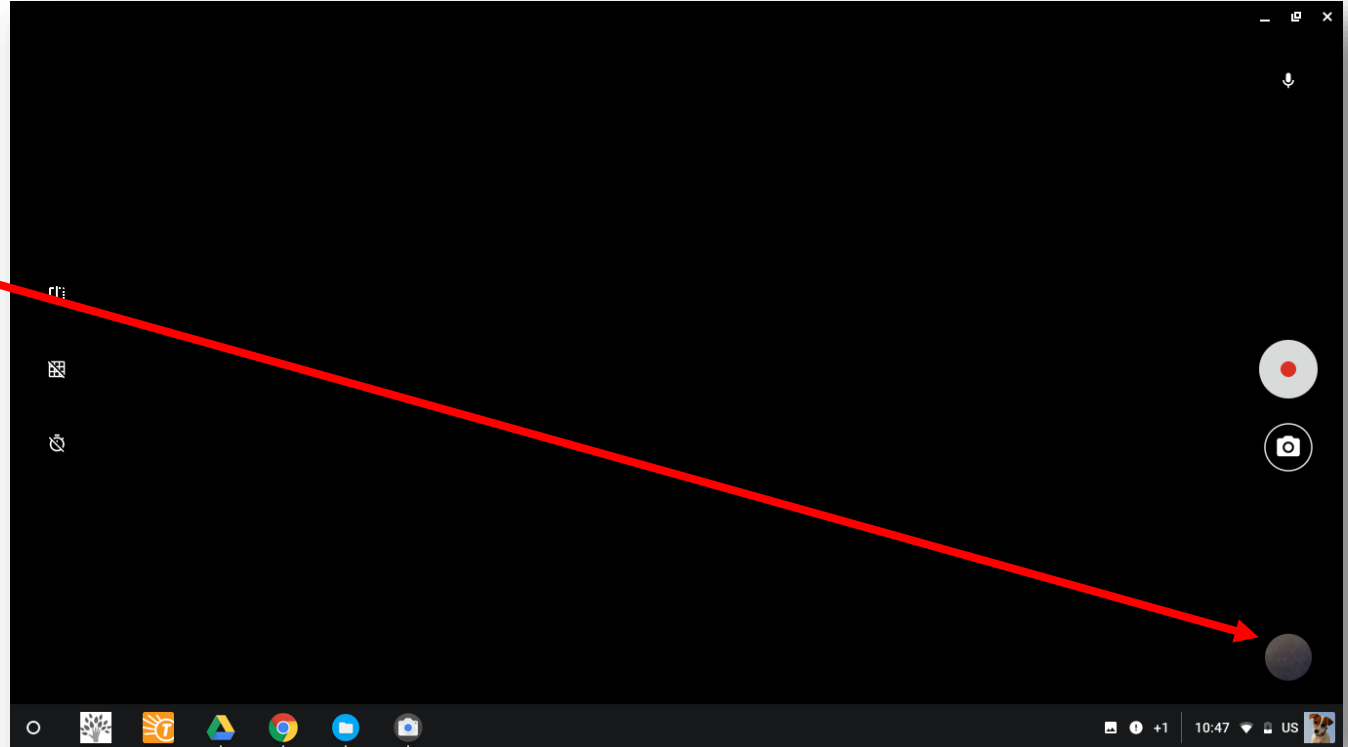
When you are done recording, click on the stop button.



Step 2: Save your video to Google Drive.

A screenshot of your newly created video will appear at the bottom.

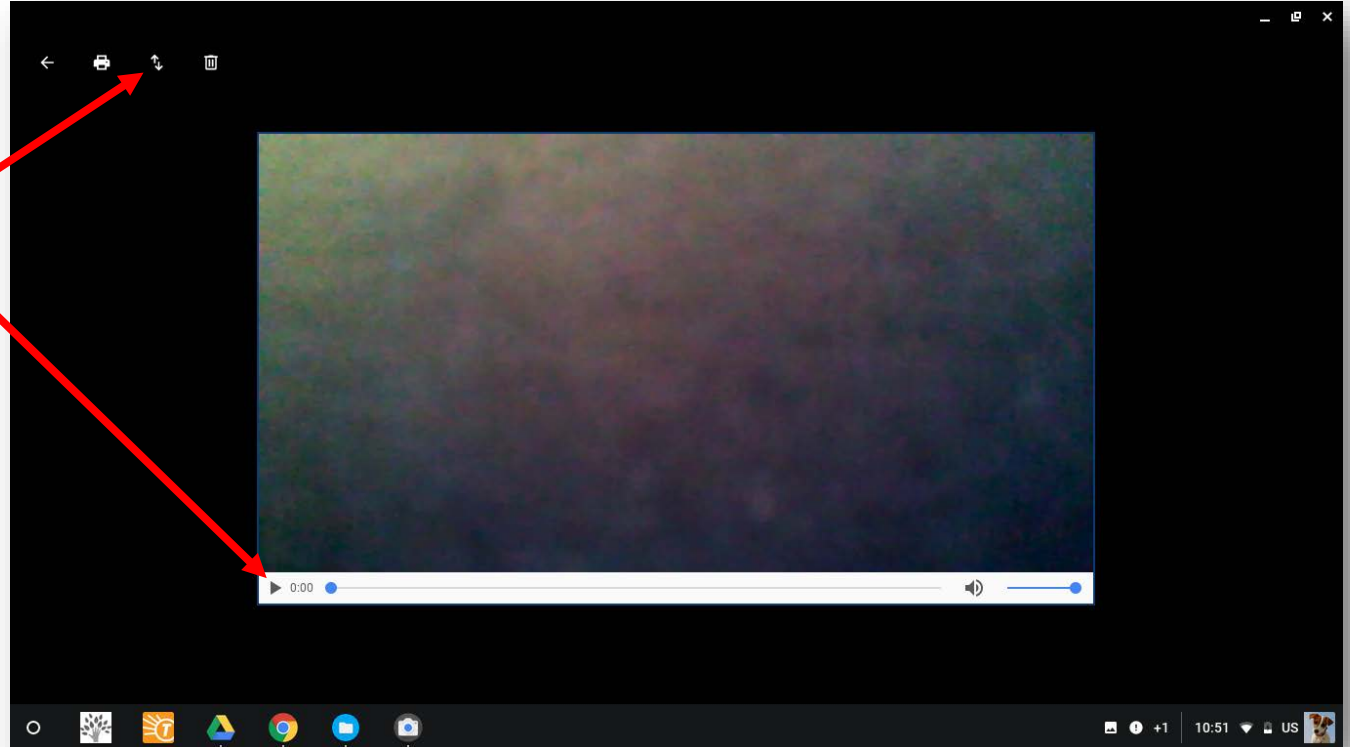
Click on it to preview and save.



Step 2: Save your video to Google Drive.

Preview your video by clicking play.

Save your video by clicking on the upload/download icon.



Step 3: Create a share link to your video.

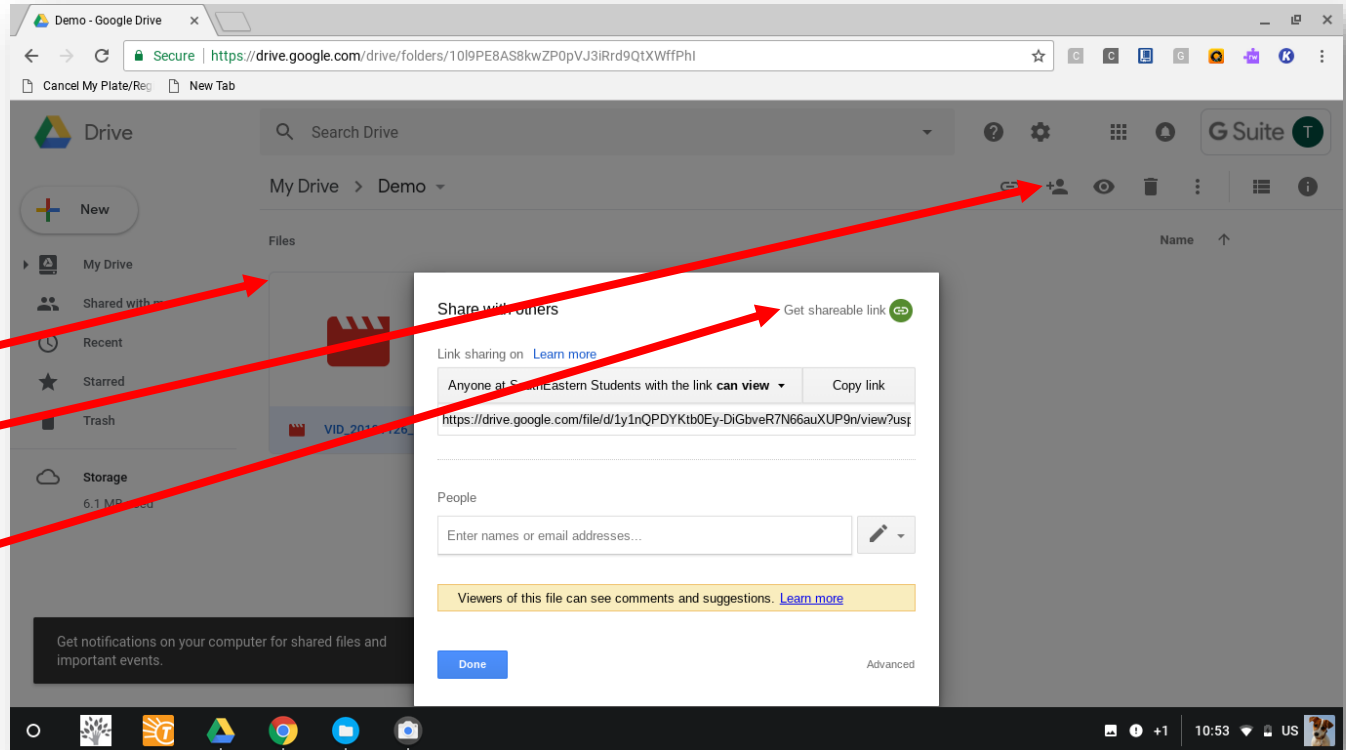
In Google Chrome, open your Google Drive.

Find the video file in the folder you placed it in.

Click on the video file.

Click on the share icon.

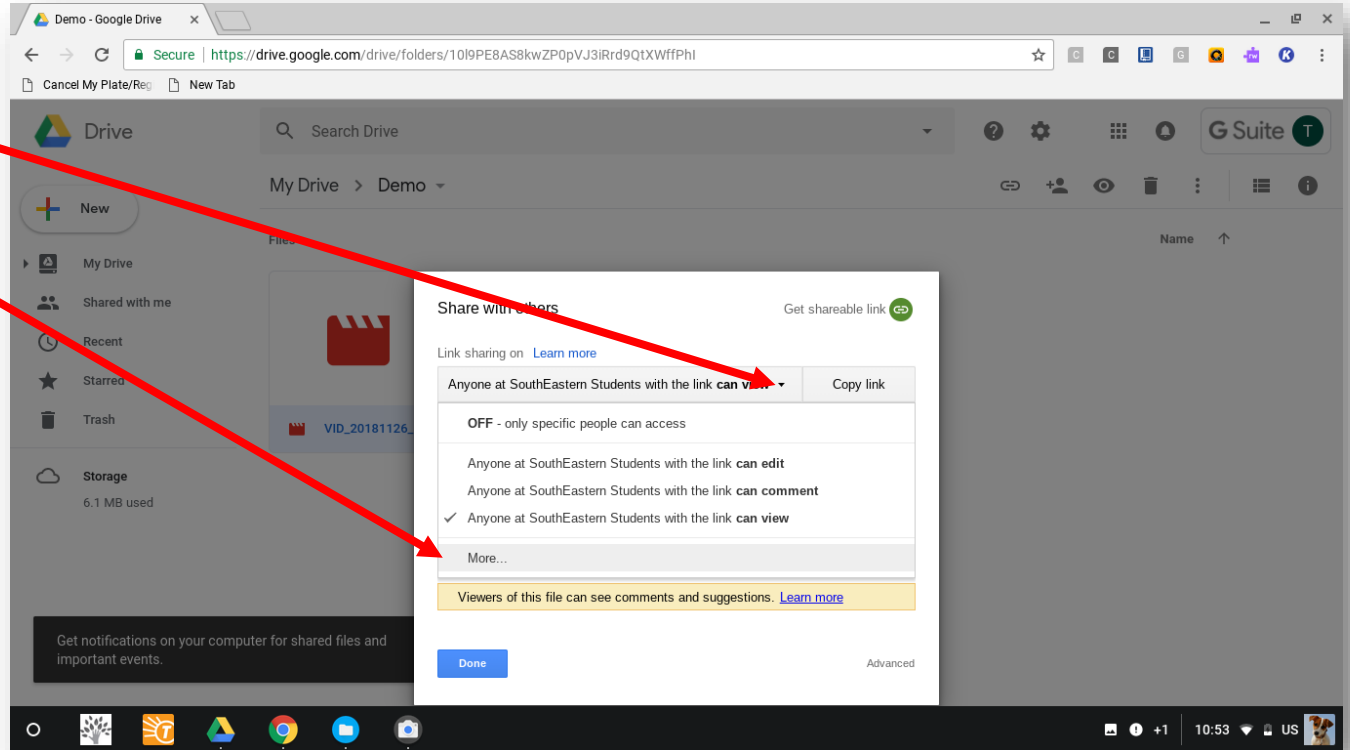
Click Get shareable link.



Step 3: Create a share link to your video.

Click on the drop down menu.

Click More....



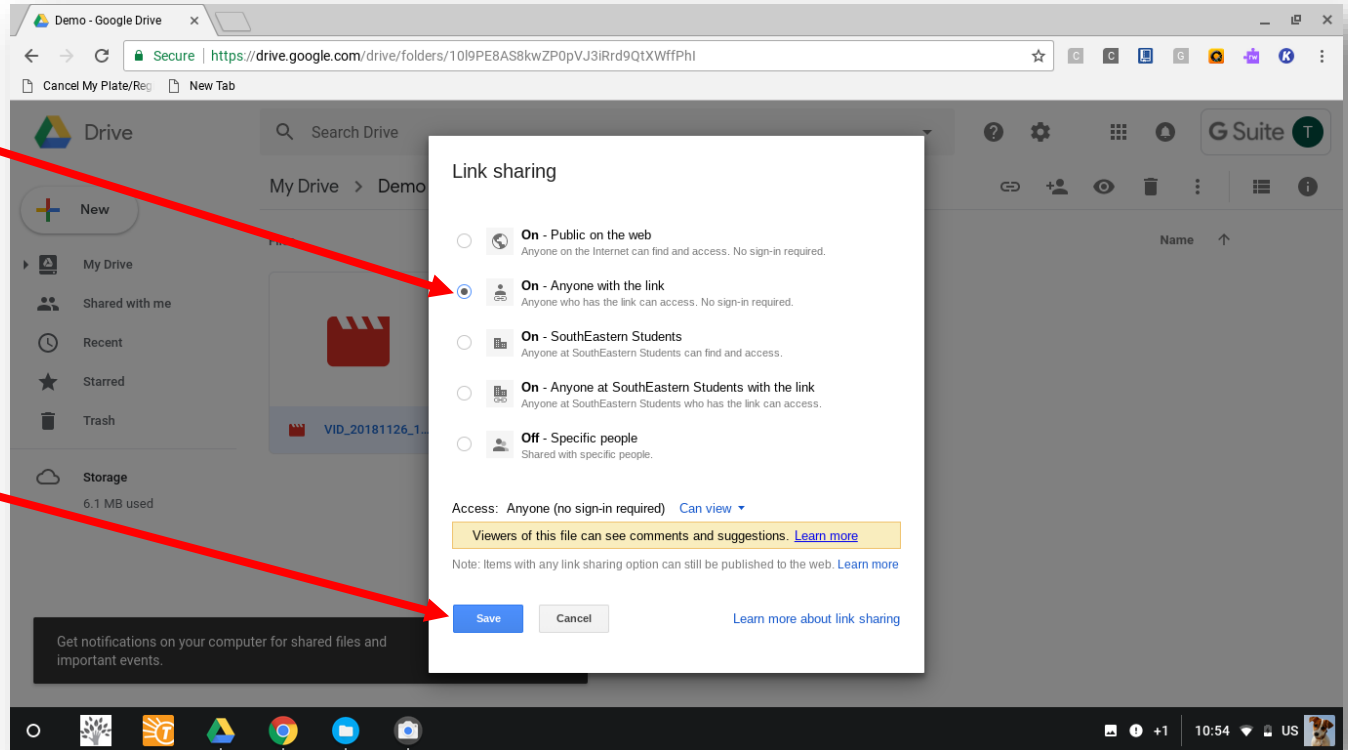
The screenshot shows a Google Drive interface with a 'Share with others' dialog box open. The dialog box has a title bar 'Share with others' and a 'Get shareable link' button. Below the title bar, there is a 'Link sharing on' section with a 'Learn more' link. The main content area of the dialog box shows a list of sharing options. The first option is 'Anyone at SouthEastern Students with the link can view', which is selected. To its right is a 'Copy link' button. Below this is a section titled 'OFF - only specific people can access' with three options: 'Anyone at SouthEastern Students with the link can edit', 'Anyone at SouthEastern Students with the link can comment', and 'Anyone at SouthEastern Students with the link can view' (which is checked). At the bottom of the dialog box is a 'More...' option. A yellow banner at the bottom of the dialog box says 'Viewers of this file can see comments and suggestions. Learn more'. A blue 'Done' button is at the bottom left, and the word 'Advanced' is at the bottom right. Two red arrows point from the text on the left to the 'More...' option and the 'Anyone at SouthEastern Students with the link can view' option.

Step 3: Create a share link to your video.

Click on “On-Anyone with the link.”

IMPORTANT: If you do not complete this step correctly, your teacher will not be able to view your video.

Click Save.



The screenshot shows a Google Drive interface with a 'Link sharing' dialog box open. The dialog box has the following options:

- On - Public on the web
Anyone on the Internet can find and access. No sign-in required.
- On - Anyone with the link
Anyone who has the link can access. No sign-in required.
- On - SouthEastern Students
Anyone at SouthEastern Students can find and access.
- On - Anyone at SouthEastern Students with the link
Anyone at SouthEastern Students who has the link can access.
- Off - Specific people
Shared with specific people.

Below the options, it says: Access: Anyone (no sign-in required) [Can view](#)

Viewers of this file can see comments and suggestions. [Learn more](#)

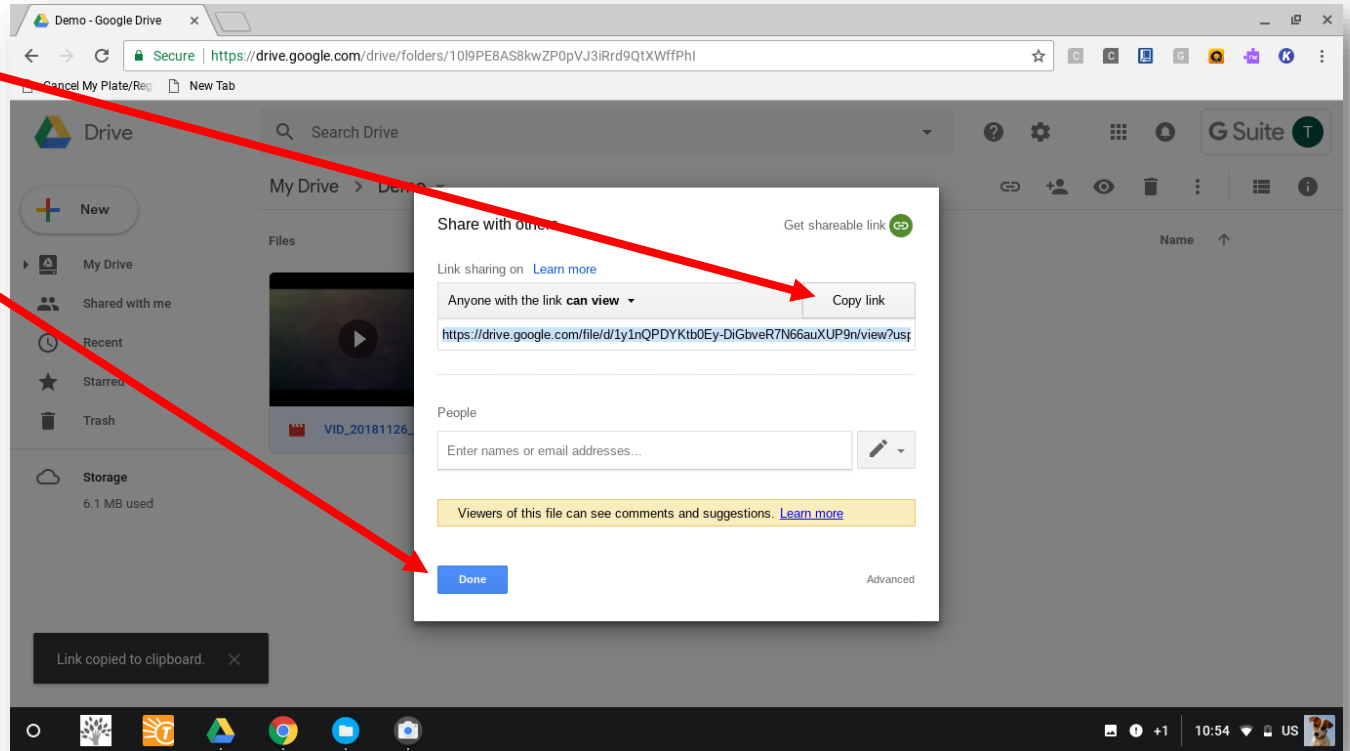
Note: Items with any link sharing option can still be published to the web. [Learn more](#)

At the bottom of the dialog box, there are two buttons: **Save** and **Cancel**. A 'Learn more about link sharing' link is also present.

Step 3: Create a share link to your video.

Click on Copy link.

Click Done.



The screenshot shows the Google Drive sharing interface. A modal window titled "Share with others" is open, displaying sharing options. A red arrow points from the text "Click on Copy link." to the "Copy link" button. Another red arrow points from the text "Click Done." to the "Done" button at the bottom of the modal. The modal also shows a dropdown menu set to "Anyone with the link can view" and a shareable link: <https://drive.google.com/file/d/1y1nQPDYKtb0Ey-DiGbveR7N66auXUP9n/view?usp=sharing>. A notification at the bottom of the screen reads "Link copied to clipboard." The background shows a video player with the title "VID_20181126...".

Step 4: Post the share link in Schoology.

Follow your teacher's instructions and post the share link in Schoology.

