

## Recording a Lecture to YouTube

### How Can It Benefit Teaching And Learning?

YouTube can provide a familiar and easy tool for faculty to capture and share their lectures with students. Videos can be recorded and uploaded to YouTube in the event of an emergency or campus closing or for students to view in advance of a related class discussion or activity. Students will benefit by being able to watch the lecture at their own pace, review the video for better note-taking, catch up on something they missed and offer another form of active engagement.

This quick guide will walk you through recording a lecture using the built-in tools within YouTube.

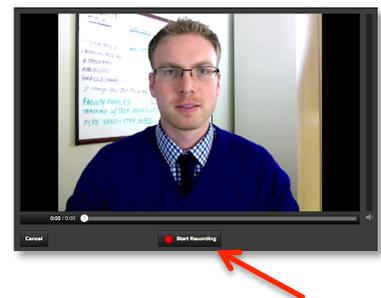
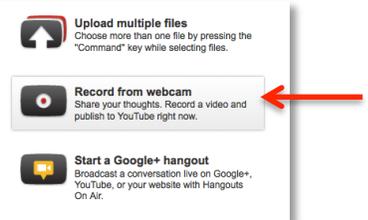
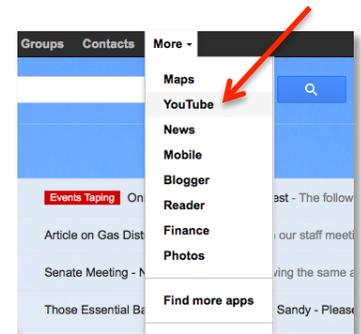
### What You Will Need

**A Computer and Webcam** – Most recent laptop computers will have a built-in web cam for recording video and audio (If you have an Adelphi laptop, you have a built-in webcam.) However, if you have an older computer or are using a desktop, a USB webcam can be purchased from a local retailer (e.g. Staples, Best Buy, etc.) or borrowed if available from the Adelphi Help Desk (for availability call 516-877-3340).

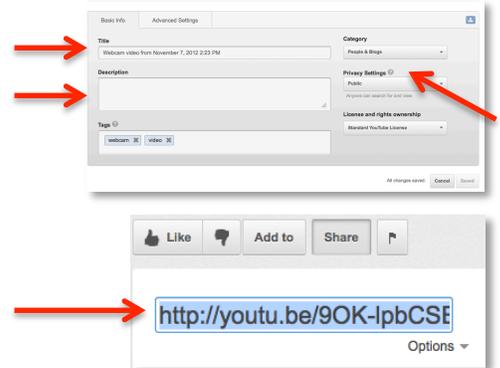
### Quick Steps to Record Your Lecture

Begin by opening your AU Gmail from eCampus and enter your user name and password. Then Choose AU Gmail.

1. Click on the drop-down arrow under **More**
2. Select **YouTube...**
3. Click on **Sign In** (If this this your first time, you will be prompted to enter some basic info.)
4. After you're signed in, click **Upload**.
5. Click Increase your limit at the bottom of the page and then follow these steps to verify your account with a mobile phone:  
<https://support.google.com/youtube/bin/static.py?hl=en&topic=1719825&guide=1719823&page=guide.cs&answer=71673>
6. Once you've increased your limit, you're ready to begin recording. \*If you have a USB webcam, connect it now.
7. From the Upload page, select **Record from Webcam**.
8. A Flash Player pop-up will ask you to select Allow or Deny. Select **Allow** and also check the box below so you only have to do this step once.
9. Click **Start Recording** 
10. When you're done recording click **Stop Recording**  (You can start over if you'd like to re-record your video).
11. Once you're satisfied with your video, click **Upload**  (Depending on how long your lecture is, it may take a few minutes before your video is available).
12. You'll then be prompted to enter a **Title** and a **Description**. This is also where you can select your **Privacy Settings**. \*Note: *If you select Private, you can designate access according to e-mail address. In other words, only those e-mail addresses you've entered will be able to see your video.*



13. After you've entered that information and selected your Privacy Settings, click **Save Changes**.
14. In order to view your video and find the link to the video, click **Video Manager** from the upper right-hand corner.
15. Click on the title of your video and your video will appear.
16. Below the video is the **Share** button. Click it to reveal the link. Right-click and select **Copy** or from the **Edit** pull-down menu, select **Copy**.
17. Now you can paste this link into your Moodle course shell.



### **Tips and Tricks**

Prepare a script or list of talking points prior to recording. Being prepared with a script or talking points will make the difference between an okay recording, and a clear and engaging recording. (Bulleted lists work well.)

### **Resources**

Effective Lecture Capture Guide:

<http://www.diglearning.org/toolbox/teach/flippedclass>

Uploading Videos Longer than 15 minutes:

<https://support.google.com/youtube/bin/static.py?hl=en&topic=1719825&guide=1719823&page=guide.cs&answer=71673>

Audio/Video Problems:

<https://support.google.com/youtube/bin/static.py?hl=en&topic=1719884&guide=1719823&page=guide.cs>

General Upload Issues:

<http://support.google.com/youtube/bin/answer.py?hl=en&answer=166815>

Managing and Editing Videos:

<http://support.google.com/youtube/bin/topic.py?hl=en&topic=1733285>

General Recording from Webcam Help:

<https://support.google.com/youtube/bin/answer.py?hl=en&answer=57409>

### **Where to Get More Help**

The Instructional Media Lab can help you record your lecture to YouTube. Please contact the Lab at 516-877-4126. The Instructional Media Lab is available on campus located in Alumnae Hall, room 02; our hours are Monday through Friday 9am-5pm. Please call ahead to schedule an appointment.

For assistance in with setting up your Gmail, using Google Tools or technology-related questions or problems, please contact the Adelphi IT Help Desk at 516-877-3340.