

HOW TO UPLOAD VIDEOS FOR ASSESSMENT?

Using DeakinAir



This is a Student Guide aimed at demystifying the DeakinAir platform as well as helping you to submit video assignments with relative ease. The key to this guide is to read all of the instructions provided and NOT to skip key points of instruction. This was compiled specifically for you, so please make the most out of this resource - it will make your video submission process a breeze.

GETTING STARTED

SPECIFICATIONS

VIDEO SPECS

To achieve the best results with video, we recommend preparing videos at a resolution of **1280x720** and using the **H.264 video codec** at about **4000 kbps** and saving it in **.mp4** format. Make sure that the video file is not too large - size of **2GB** and length of **20 minutes** - are the absolute maximum parameters.

SPEED TEST

Before you commence uploading your video for assessment, use this tool to check your video upload speed:

<http://www.speedtest.net/>

To maximise your upload performance, keep the size of your file reasonable, i.e. 5-min video, under 200MB.

VIDEO CONVERTER

HELP CONVERTING YOUR VIDEO



Deakin's recommendation is to use **Macroplant Adapter** as the preferred software for converting video.

You can download this via the following link: deakin.edu.au/software.

For further details on how to convert your videos using **Macroplant Adapter** refer to: <http://teachassist.deakin.edu.au/resources/adapter/>.

COPYRIGHT

Using content in your essays and assignments:

<https://wiki.deakin.edu.au/display/copyright/Using+content+in+essays+and+assignments>

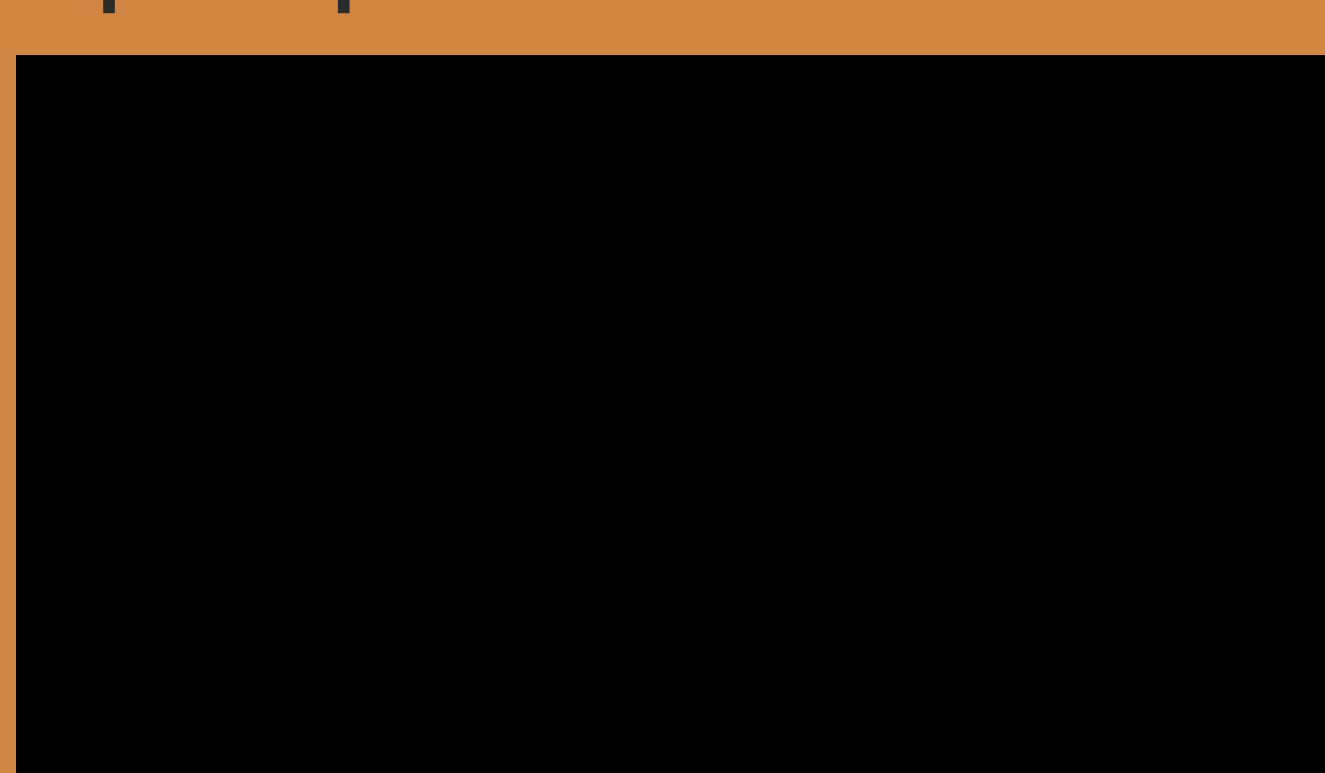
Using content in your e-portfollio:

<https://wiki.deakin.edu.au/display/copyright/Using+content+in+your+eportfollio>

IMPORTANT: You will need to log in with your Deakin student username and password in order to access these copyright materials

USING CAPTURESPACE TO RECORD VIDEO

CaptureSpace: an introduction



KEY TAKEAWAYS

1. Download CaptureSpace for your operating system.
2. Plan what you are looking to record; Screen; Screen & Webcam; Webcam or Voice only.
3. Don't forget to click Upload to host the video on DeakinAir.

CaptureSpace: webcam recording



KEY TAKEAWAYS

1. Position your webcam to capture your scene effectively; be mindful of your background and light conditions.
2. **Trim** crops your file on the ends; **Chop** crops a section of the file in the middle of the recording.

CaptureSpace: using screen capture with audio



KEY TAKEAWAYS

1. Be mindful of the recording countdown.
2. When recording your screen, make sure that you do not have inappropriate images nor files on your desktop.
3. Try applying titles and credits to your file.

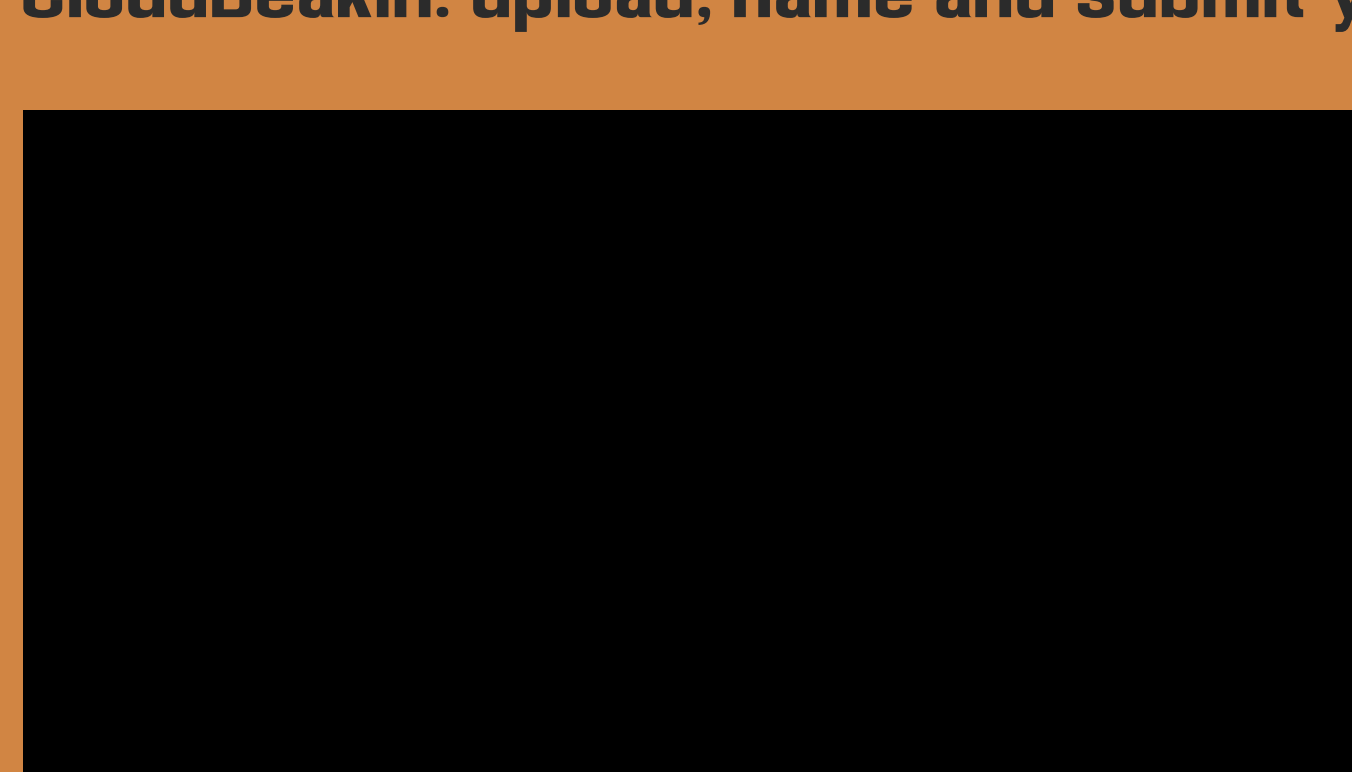
UPLOADING YOUR MEDIA TO DEAKINAIR

Both of the examples below will instruct you on how to upload your videos as pieces of assessment. In each case the recommendation will be to save the file as **Unlisted** (meaning that the video file can not be searched but is accessible via direct link). Then you will need to copy the direct video URL/weblink to a word document, then upload the word document to the assignment dropbox AND paste it into the Comments section.

Remember - Keep your videos to under 20 minutes in length or 2G in size.

Plan ahead - do not leave your upload to the last minute - you may be faced with delays as many of your peers will be doing the same thing!

CloudDeakin: upload, name and submit your assignment



KEY TAKEAWAYS

1. Have your .mp4 file ready.
2. Make sure you save your file as **Unlisted** and name it in accordance to the outlined naming conventions.
3. Navigate to your unit site (make sure it is the correct unit).
4. Copy the video URL to a word document (to be uploaded to dropbox) AND paste the URL into the Comments section.

Please note: if you wish to provide your assessor with some additional information please do this in the Comments field.

CloudDeakin: how to submit a video as an assignment using videos hosted on Youtube



KEY TAKEAWAYS

1. Navigate to your unit site (make sure it is the correct unit).
2. When sharing videos from Youtube use the **Share** button derive the link / embed code.
3. Make sure that the video you select is the video you need.

IMPORTANT: Follow the instructions for saving and sharing the video link as per the instructions for the videoclip above, entitled - CloudDeakin: upload, name and submit your assignment.

NEED MORE HELP?

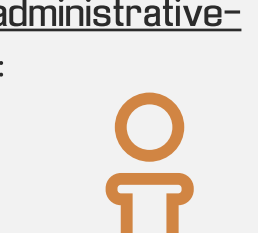


IT SERVICE DESK

If you are still having problems uploading videos to your DeakinAir, please contact IT **Service Desk** Analysts provide IT support over the phone 8am to 8pm week days, and 11am to 5pm on weekends on <http://www.deakin.edu.au/about-deakin/administrative-divisions/esolutions/it-help/send-a-support-ticket>, or give them a call:

Internal phones: 888
Off-campus: 1800 463 888
Geelong: (03) 5227 8888

Melbourne: (03) 9244 8888
Warrnambool: (03) 5563 8888
International: +61 3 5227 8888



GUIDES

If you need further guidance, please refer to the DeakinAir guides at the following link: <http://www.deakin.edu.au/students/clouddeakin/help-guides/video-and-audio/deakinair>.

STUDENT TUTORIALS ON DEAKINAIR

You could also watch more student-orientated tutorials on how to navigate around DeakinAir at the following link:

<https://video.deakin.edu.au/category/Tutorials%3EStudent+Tutorials/36712592>.

