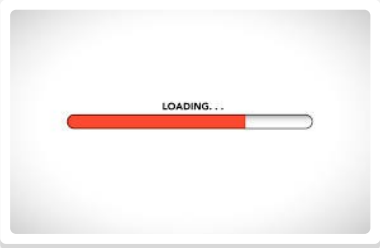
The Coaching Chronicles

Issue 1 Volume 23

ROUNDTABLE DISCUSSION ARE COMING....



Beginning in August, the Center for Academic Excellence (CAE) will host a series of roundtable discussions on various topics. These discussions are simply a forum for conversation between colleagues. The information will be used to inform and guide future trainings and instructional development offerings.

MARK YOU CALENDARS!

Topic #1: COVID-19 CLASSROOM

Tuesday August 25 3:30pm-4:30pm
Friday August 28 12:00pm-1:00pm
Wednesday September 2 10:00am-11:00am

FEEDBACK NEEDED!

The Center for Academic Excellence needs your input! If you have ever read the newsletter or maybe even participated in the Coffee with the Coaches Chat, YOUR INPUT IS NEEDED. We would love your feedback! Click the button above, or link below.

What is Screencasting?

Screencasting is a broad term that is used to describe the recording of one's computer screen. Audio is often included with the screencast. Screencasts can be useful when you need to show something to another person but they are not physically close. For example, screencasts can be used to show another person how to upload a document to Canvas.

Screencasting, when done correctly, is extremely valuable to others and helps to avoid a lot of trouble.

Tips for Successful Screencasting

1. **Decide upon the purpose of the screencast.** Is the purpose to show another student how to do something such as send an email, upload an assignment, or teach a concept or skill?
2. **Record in place free of distractions and excess noise.** Remember that others will be viewing your screencast and you want to make sure that they can clearly hear you and that you are focused on the screencast while recording it. Some classrooms may be too noisy to record so choose a place that is quiet and allows you to focus on the screencast.
3. **Consider your audience.** Who will be viewing your screencast? How will you make it engaging to them?
4. **Determine the purpose of your screencast.** Why are you recording this screencast in the first place? Why is the screencast useful to others? You should state the purpose of the screencast in the first 10 to 15 seconds of the screencast (in this screencast, you will learn how to submit an assignment in Canvas).
5. **Plan for the screencast.** In creating an effective screencast, you should plan with the purpose, audience, and determine what needs to be included in the screencast. Keep the screencast focused on meeting the purpose that you originally determined and make sure that your planning addresses the unique needs of your intended audience. For example, if students are unfamiliar with the website address for Canvas, you should include the address in the screencast.

6. **Determine which tool you will use for the screencast.** More information is provided on different tools further down in this newsletter.
7. **Write a script for your screencast.** Creating your first few screencasts can be overwhelming so it is important to create a script that includes your main points and the purpose. If you need to, you can write out a more extensive script that includes everything that you will say. After doing several screencasts, you may find that an outline will work as well. But for the first few times, a script is the best option for you. By creating a script, you can also use this to meet the accessibility and access requirements and needs.
8. **Practice your screencast.** Often, you will need to record a screencast, review it, and record a new one until you get the hang of using the technology.
9. **Be mindful about using non-necessary language, saying "um," and having "dead time" in your screencast**. Remember that others are viewing your screencast. Change your voice so that it is more engaging. Also, avoid saying "um" and other unnecessary words. You may be nervous or less confident during your first few screencasts but work to avoid distracting language and sounds. Remember to stop the recording when you are done so you don't have a lot of "dead time" in the recording.
10. **Practice, Practice, Practice.** It often takes multiple times of recording a screencast to get a good one. So be patient and allow time to practice and review what you recorded.
11. **Useful Filenames That Specify The Topic**. Save your screencasts with names that identify the purpose of the screencast such as Solving Multistep Equations instead of Screencast1
12. **Enjoy Screencasting.** Screencasts are extremely useful to students who are struggling with a challenging activity or task. Know that you are making a difference and that you will leave an important impact on another student.

Resources Needed for Screencasting

There are many screencasting resources. You first need to consider hardware needs and software needs.

Hardware needs involve the physical materials such as computer, tablet, iPad, mobile phone, stylus, microphone, and any lighting needs (if you wish to appear in the screencast). A lot of individuals do not realize that your tablet, iPad, or even mobile phone has the ability to screencast.

You will also need to consider having a good microphone for sound quality. Many computers, tablets, iPads, and phones have good quality microphones already. But occasionally, you may have the need for better quality sound. Keep in mind that your individual preference for the sound quality and budget restrictions as you select any needed equipment. Below is a list of microphones that we use but we are not specifically endorsing these products; we are simply sharing what we use:

- Yeti Blue Microphone - great sound quality and works via USB on a computer
- Lapel Microphone - useful for mobile devices and phones; check connections to ensure lapel microphone will connect to your phone or mobile devices. The link takes you to a list on Amazon.

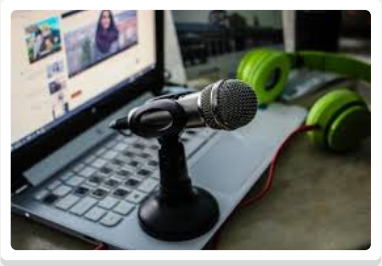
A lot of these devices can be found for cheaper prices on eBay and other sites so check them out.

A final consideration for screencasts is how you will share your screencast with students. There are two main ways to share screencast videos.

1. Host the Screencast in a LMS or Google Drive (usually free)
2. Host on a website (usually a cost)

The first method involves storing the screencast in your learning management system (LMS) like Canvas or Schoology. You can also upload it to Google Drive and share the link. You should always check to make sure that students can see videos that are hosted in the LMS or on Google Drive though. This option is usually free and it will allow the screencast to stay in a password protected. This method involves uploading the file from your computer.

The second method involves finding a website hosting service to post your screencast. While this service costs, it usually provides a link and often an embed code that you can share with students. This method tends to have less problems when students try to access the screencast.



Software and Apps for Creating Screencasts

There are many different software applications that you can use for screencasting. These are more often called "apps" today. Some are web based and others are apps that you add to your device. Below are some of the more common screencasting apps that we use:

- Screencastomatic - This is a great and easy to use software that is fairly cheap for educators and posts the screencast to a website. It can also be installed on mobile devices to create. Features the ability to show a picture in picture image so you can show your screen and yourself at the same time. (FREE to PAID depending on features)
- Screencastify - Another great screencasting app that works directly with Google Chrome as an add-on. Screencasts up to five minutes are free. (FREE to PAID depending on features)
- Educreations - Screenrecord from your iPad. This app is a screenrecorder and does a great job. You can share via a website link. (FREE to PAID based on storage and size of video; limited storage availability, great for the occasional user)
- SnagIt - Great screen recording software from TechSmith. The app costs (be sure to get the education discount). Your video is created as a MP4 and you can upload the file directly to your learning management system (LMS) like Canvas or to your google drive. You can also subscribe to a web hosting service (www.screencast.com) through TechSmith to upload videos directly to have a direct link to screencast. (PAID)
- ShowMe - Another app for screencasting from your mobile device. Similar to Educreations. (FREE to PAID based on storage and size of video)
- Screen Recording on iPad/iPhone - Your iPad and iPhone have a built in screen recorder that you can you use. Once you complete the recording, you can upload the file to Google Drive or your LMS. To learn how to screen record from your iPad/iPhone, click here. Also if you need help with the microphone recording on the iPad/iPhone, check out this video for help. (FREE)

Keep in mind that this are many other apps and software that you can use for screencasting. This list is only a small sample. You should choose an app/software that you feel comfortable using and fits your budget. Remember you may also be able to see if your school or technology department will pay for any subscriptions.

BLACKBOARD HOW-TO VIDEOS

Instructors: Building Your C...

www.youtube.com

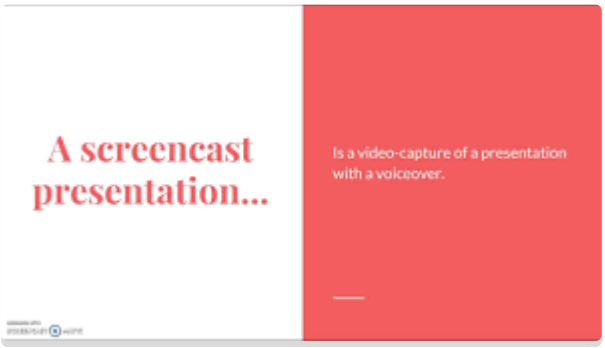
A set of short video tutorials that help instructors build online courses using Blackboard Learn.

Accessibility & Access Considerations

Accessibility and access are major considerations for screencasts. Many students may have visual limitations that make screencasts more challenging to use as a learning tool. Additionally, many students who have other exceptionalities or are ESL/EL students may need additional support. Also we are legally responsible for ensuring that all students have access. Some screencasts apps have closed captioning features integrated in with the software. This is a feature that we encourage you to actively investigate when selecting a screencasting tool. You may also provide a written transcript of the video with brief descriptions of any images to meet this requirement.

Learn more about accessibility from Indiana University and check out this guide to creating accessible videos from Stamford Interactives.

YouTube will automatically caption videos like this one. Keep in mind that many districts still block YouTube due to safety concerns so check with your district regarding any software that automatically caption your screencasts.



7 Minute Rule

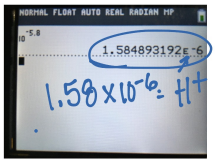
Research shows that any screencasts / videos over 7 minutes lose the attention of the viewer. Keep

multiple parts if they exceed 7 minutes. The shorter the screencast is, the more likely the user will review it. While you may occasionally exceed this rule, make it the exception instead of the rule. Also, if your screencast will be longer, consider breaking it up into multiple portions (like a part I and part II).

Prezi DIY Help Videos

Click here to see a ton of videos to help with your online delivery!

Sample Screencasts



pH Calculation Tutorial

www.showme.com

pH Calculation Tutorial by Brian Whitson - April 7, 2020

COFFEE WITH THE COACH

When

Wednesday, Aug. 12th, 10pm-11am

Where

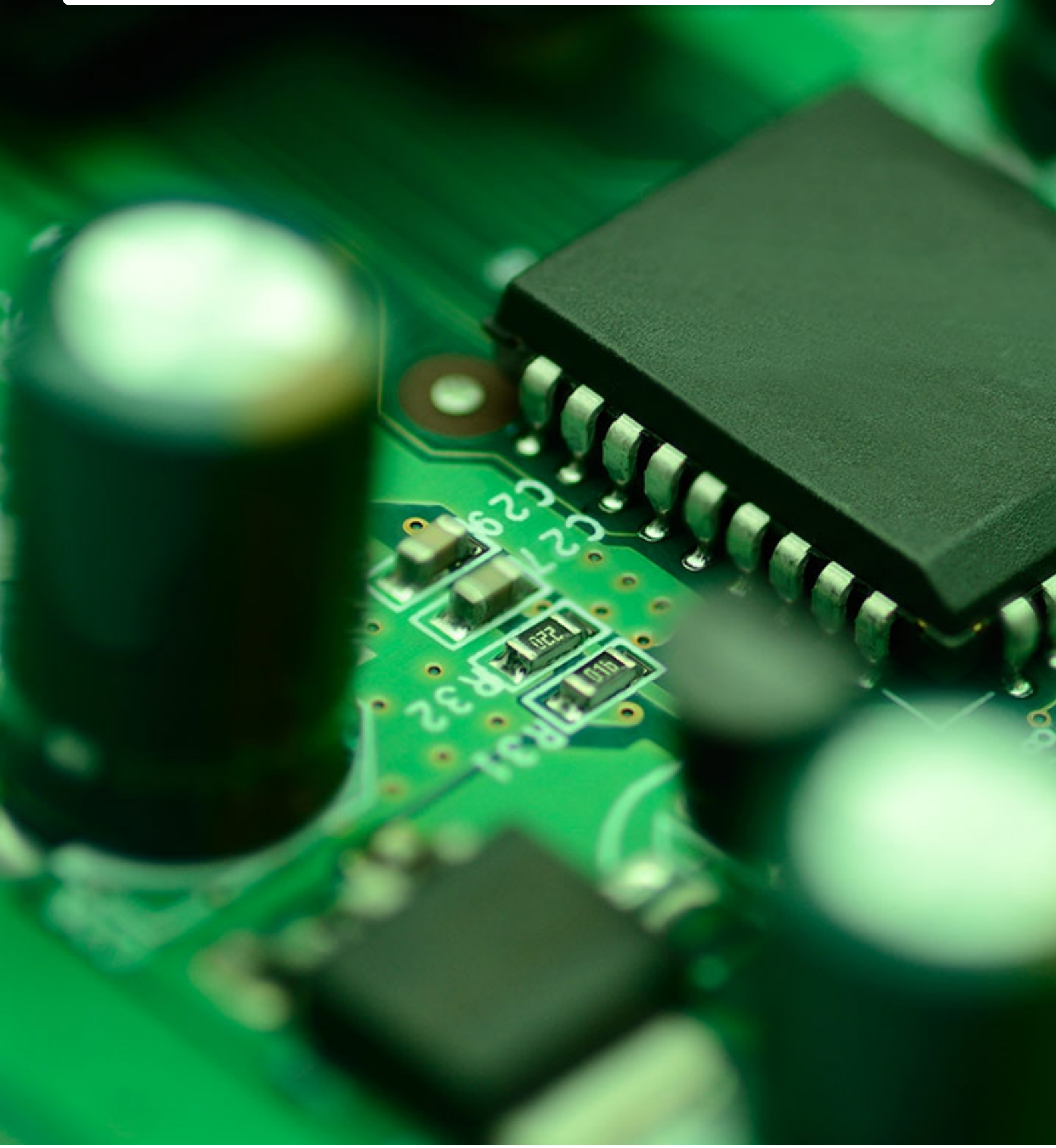
Blackboard Collaborate

More information

Grab your coffee and join the Instructional Coaches for a morning chat. This is a great time to share ideas, pose questions and request resources.

https://us.bbcollab.com/guest/2b6df82b335a4511a1b167930b532682

Schedule a Coaching Session

Do you have specific questions you want to have addressed? Would you like a one-on-one conversation with your Instructional Coach to get some ideas regarding instructional strategies?

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