

## How to Create Videos with YouTube MyWebcam

YouTube MyWebcam is a free tool that allows you to create a video of yourself, using a web cam. Usually the videos are less 15 minutes long, but 5 - 6 minutes is the optimum viewing time for students.



This handout walks you through the steps to create a free YouTube account and record a video, and display or link to the video in Sakai. In addition, you can upload a script to YouTube, and add captioning which is needed to make your video accessible to all students. You can also limit who can see your video.

### What you'll need

- A **Gmail** account
- A **webcam** for recording
- A microphone, if your webcam doesn't have one
- **Adobe Flash** installed on your computer
- **Script** (If you know what you're going to say and do, it will greatly reduce the number of times you have to re-record your video)



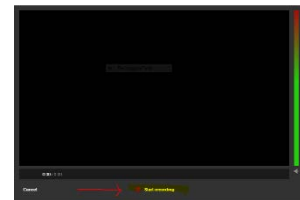
### How to get started

1. Set up the **location** where you want to record
  - a. Choose a small room to avoid an echo
  - b. Close your door, turn off A/C or heaters or sources of consistent humming or buzzing
2. Make **yourself** look the best for your recording
  - a. Position your webcam a bit above your eyelines. Using a laptop? Add a few books under your laptop.
  - b. Face a light source or a window.

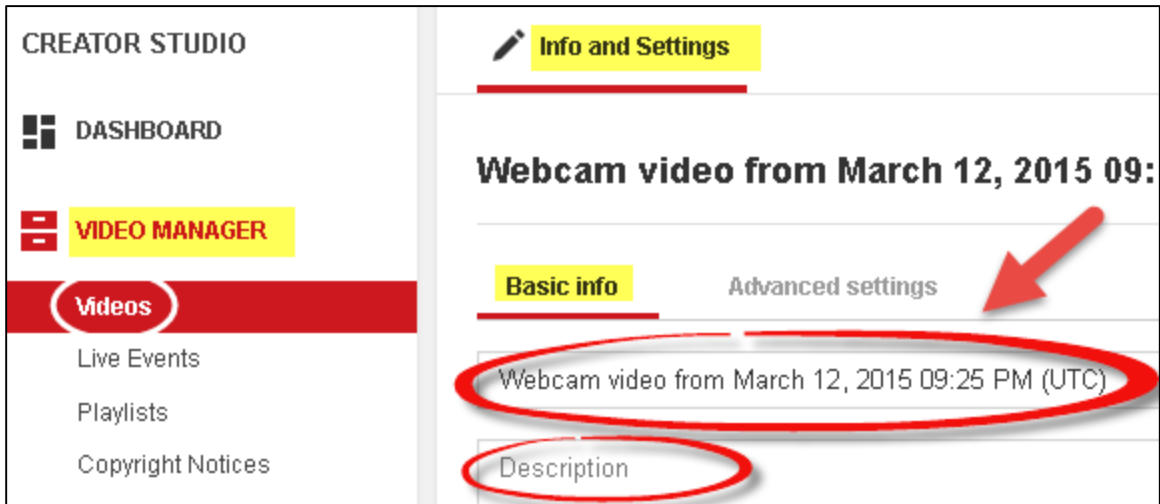


### Steps to create your YouTube video

1. Go to [http://www.youtube.com/my\\_webcam](http://www.youtube.com/my_webcam)
2. Log in with a Gmail account
3. Have your script ready. Click **Start recording** to record your video.
4. If asked, on the *Adobe Flash Player settings* screen, click beside **Allow** and click **Close**.
5. When done, click **Stop recording** to stop the video.
6. Click the **Play button** like you would to watch any video. Made mistakes? You can click **Start over** to record your video again.
7. When you are finished recording your video, click **Continue** to upload the video to YouTube.

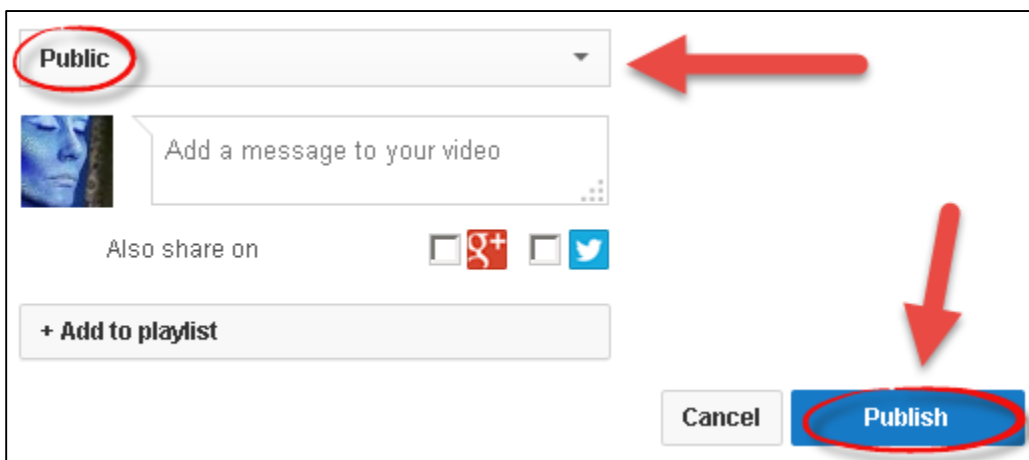


8. In the *Video Manager*, on the *Info and Settings* tab, enter info about your video in *Basic info area*, as shown below:
  - a. Enter a **title** for your video, otherwise it will be called Webcam video
  - b. Enter a **description** for your video
  - c. If any tags are listed, delete them (or you can add your own tags, if you are creating a public video, to make it easier to find your video)



- d. Click on the **drop down list** (as shown below) to select the video privacy settings. The recommended setting is *Unlisted*.
  - i. Public (anyone can search and find the video)
  - ii. **Unlisted** (the video is not available via search, only people with the link can see the video)
  - iii. Private (the video is only available to you)
- e. Click **Save changes** or **Publish (if public)**

**TIP:** Here is more info about [video privacy settings](#) (YouTube)



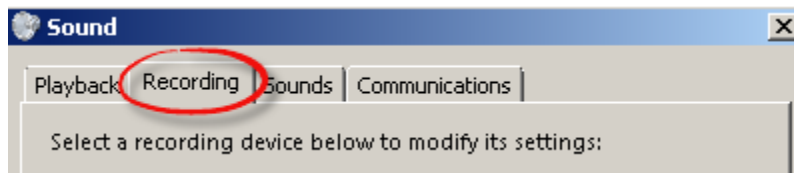
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## What if you have problems with your webcam or audio?

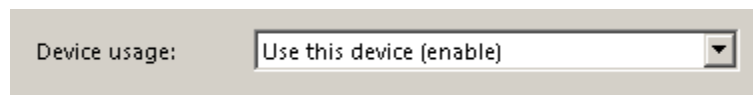
- Play a video on YouTube, to check that your sound is working.
- Make sure your speakers or headset are turned on and are not muted or set too low, so you can record and hear your recording.
- Check your **webcam** is plugged in.
- If your recording is not working or the sound is too low:



- Click on **Start - Control Panel - Sound**. Click on the **Recording** tab:



- **Click on the icon for your device**; click at the bottom on the **Properties** button.
  - At the bottom, make sure the dropdown states “*Use this device (enable)*”.



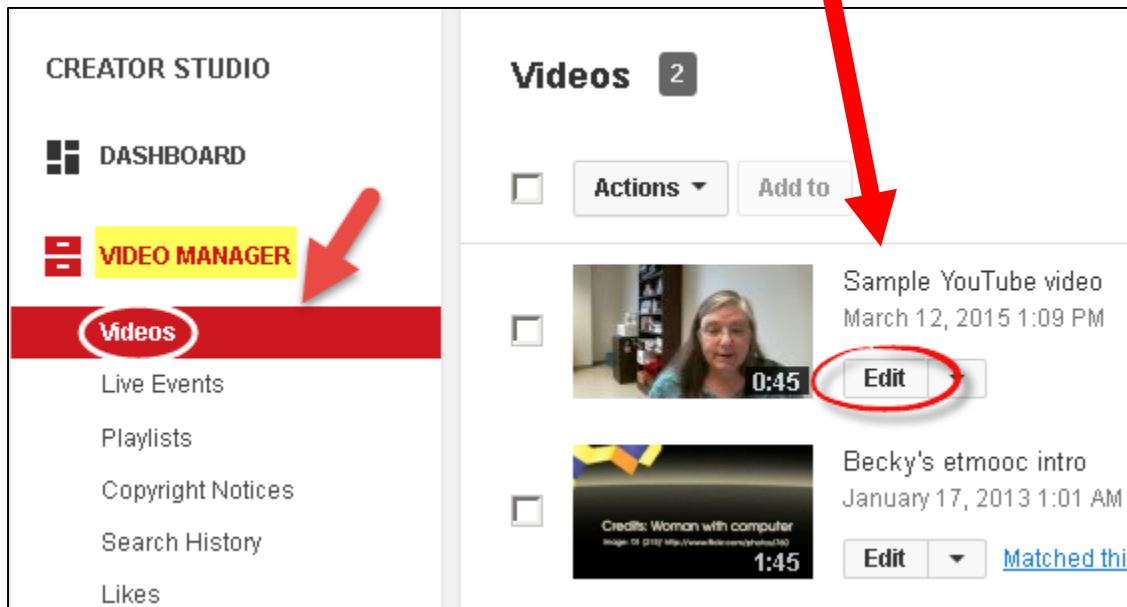
- Click the **Levels** tab. The levels should be high (the tab should be on the right, in the 80's). Click **OK** twice to save changes.



- If you are still having problems recording your video, plug your webcam into another location, or restart your computer, or try another computer.

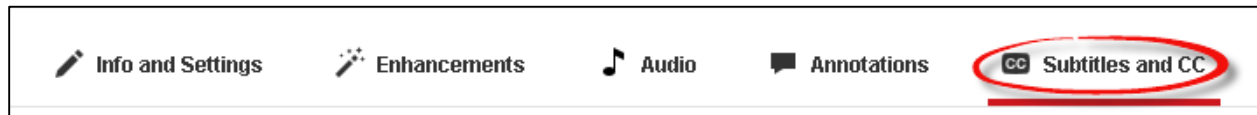
## Add captions to a YouTube video

1. In the *YouTube Video Manager* menu on the *left* side of the screen, click on **Videos**. Find the video you want to add captions to and click **Edit**.



**Tip:** If you don't see the Video Manager menu on the left side of the screen, click on the Settings button in the top right corner of the screen and choose *Creator Studio*.

2. Again, you're on the *Info and Settings* tab. At the top, click on **Subtitles and CC**, then **click** on the **Select language** dropdown, and **click English**. Click on the **Set Language** button.



3. On the right, click on the **Add new subtitles or CC** drop-down list, click on **English**.
4. Select a method for adding your closed captioning (CC). Click **Upload a file** to browse your computer for your script file. File type is set to *Transcript* by default (*if a pop-up appears, ignore it*).
  - a. Click on the **Browse** button, select your file, click **Open**, click on the **Upload** button. You'll see your transcript displayed
  - b. Click the **Set timings** button on the bottom. You'll now see a new button, "*English (setting timings..)*"
  - c. Click on the new button, **English (set timings)**. You may get a message "*Subtitle timings are being set. Check back soon*".

5. Your transcript is now being synced with your video. This may take a few seconds or minutes. After the “English (setting timings...)” button changes to “English”, your transcript has been successfully synced.
6. After you see *English* without “(setting timings...)” on the button, as shown below, your transcript is synced with the video. (You may have to click on **Subtitles and CC tab** again). Click **Publish**. You’ll receive a confirmation message *Subtitles Published*.

**Note:** Your subtitles won’t be saved until you click **Publish!**



7. Click the play button to watch the video with captions. You’re almost done!
8. Now we need to get our video’s web address so we can display it in Sakai.
  - a. Click on the **Info and Settings tab** to get the link to the video
  - b. On the right side of the screen, look for VIDEO INFORMATION. The Video URL is the link to your video. **Copy this link.**

**TIP:** If you’d like to change the picture displayed on your video, **click on one of the three miniature photos.** Then click **Save changes.**

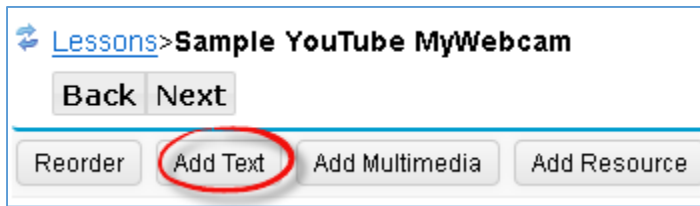
### Display a video in a Sakai course in Lessons

1. Logon to Sakai. Click on **Lessons**. In **Lessons**, click on the **Add Multimedia** button. Click in the *URL box*, then **paste your YouTube web address.** Click **Save.**

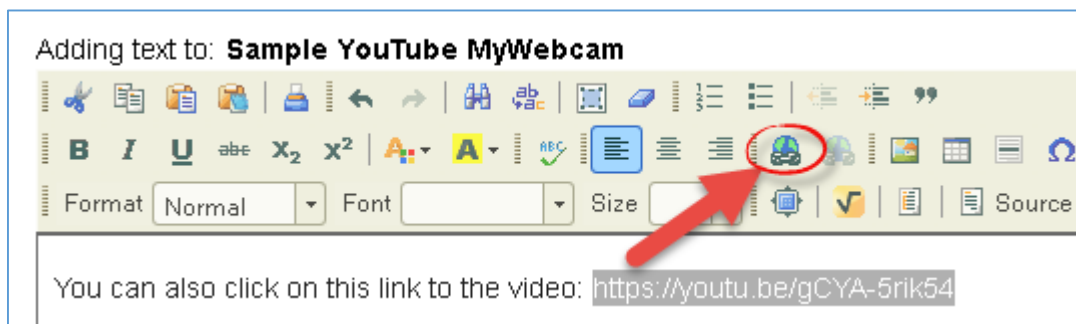


## Add a link to your video in Sakai

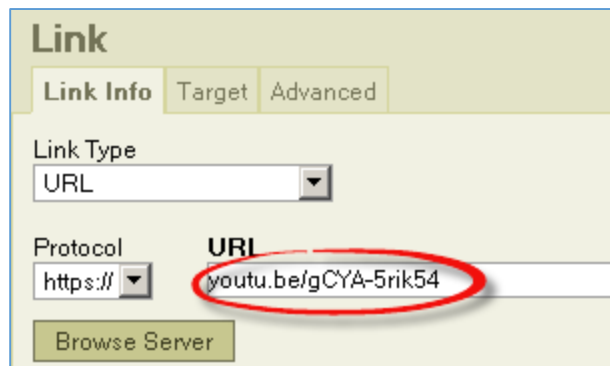
1. In case your students can't play your video, it's a best practice to provide a link to your video as well. In **Lessons**, click on the **Add Text** button.



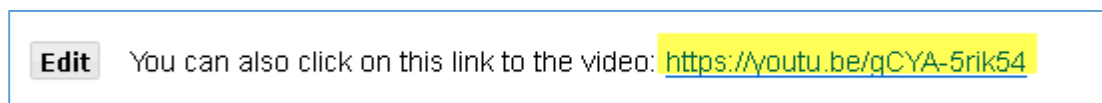
2. Click in the Text Editor, *type some text*, then click and **paste your YouTube web address**. Next, **highlight your web address**, click on the **link tool** on the toolbar.



3. In the **Link** box, **paste your web address** again, click **OK**.



4. Click **Save** to create your link. Click on the link to play your YouTube video.



**Need more information about your YouTube account?** Check out the YouTube Help Center: <https://support.google.com/youtube/?hl=en#>