Video Everywhere – Step By Step Instructions

How to Use Video Everywhere in a Discussion Board Post

1. Log into Blackboard and navigate to the course where you want to post to the discussion board.

2. Navigate to the discussion forum or thread where you want to make your post.

3. Click “Create Thread” or click “Reply” depending on whether you are starting a new thread or replying to someone else’s comment.

4. In the content editor click the “Video Everywhere” button. When your cursor hovers over the button, the tool tip should read, “Record from Webcam.”

If you don’t see the “Video Everywhere” button you may need to expand the content editor, by clicking the “Show more” button.

The “Video Everywhere” window will open. It has a “Record” tab for creating new webcam videos, and a “Browse” tab for posting videos which are already on your YouTube channel.

5. Click “Sign in to YouTube.” A window will pop up prompting you to sign in to your Google/YouTube account. Enter your username and password and click “Sign in.” If you need to create an account, click “Sign up” and follow the account creation instructions.

6. You will be prompted with a security warning. Click “Grant access.”

7. A. If you already have a video you want to use on your YouTube channel, click the “Browse” tab, click the “Insert” button next to the video, select “Play in place” or “Thumbnail”, and click “Insert.”

    B. If you want to create a new webcam video, click “Record from webcam.”

Replace the Voice Board Tool!

The contract for Blackboard Collaborate is ending which means the Voice Board Tool is going away. Luckily, NKU has a different software solution available so you and your students can have engaging, media-rich conversations in the discussion board.

Video Everywhere is a new Blackboard tool that lets you and your students record and post webcam video messages to content items, announcements, and even discussion boards.

If you’re having a bad hair day or just don’t want to record video you can just cover the webcam with a dark cloth or paper.

WARNING:

Video Everywhere requires all users to have a YouTube account and a webcam. Be up front with your students and let them know about this requirement in your course syllabus.

Having trouble following the instructions in this PDF? Contact the IT Help Desk at http://oit.nku.edu/help.html or by phone at (859) 572-6911.
8. To begin, click “Start recording.” If you get any security warnings, click “Ok” or “Allow” as appropriate.

9. When you are finished, click “Stop recording.”

10. If you’d like, click the play button to preview your video. If you are not satisfied with your recording, click “Start over” to try again.

11. Once you are happy with your video, click “Upload.”

12. Click the “Browse” tab and click the “Insert” button next to the video you just created.

13. Select “Play in place” or “Thumbnail”, and click “Insert.” The video clip will now be added to your discussion board post.

14. Once you have finished editing your post, click “Submit.”