

VidGrid 1...2...3... Create a Folder and Record Presentation with PowerPoint

If PowerPoint is not desired, only frame the presenter or desktop with recorder box.

VidGrid will also work with iPhone and iPad. Go to <http://www.vidgrid.com> on your device, log in with LCU credentials as follows, and VidGrid will use your phone camera and store recordings in VidGrid. Recordings will be found on MyGrid when you log in. Faster processing occurs when phones are connected to desktop with USB cord, not wireless.

The image shows a screenshot of the VidGrid website with three numbered annotations: 1. The VidGrid logo in the top left navigation bar. 2. The URL 'https://www.vidgrid.com' in the browser's address bar. 3. The 'Log In' button in the top right corner. Below the navigation bar, a large red-bordered box contains the following text:

- 1 LCU's Video Recording Program is now **VidGrid** (formerly ilos - new branding and color scheme, same function/operation)
- 2 VidGrid may be accessed from both **Moodle** and **www.vidgrid.com**
- 3 Login to VidGrid using your LCU credentials

As a student or employee of LCU, VidGrid is no cost to you.

The only download is the recorder from either Moodle or VidGrid.com

To the right of the text box is an illustration of a person sitting at a desk, using a computer. The computer screen shows a video recording interface with a person's face and hands.

From www.vidgrid.com

VidGrid

Log in

Email

Password

☒ Remember me

OR

[Register](#) | [Forgot password?](#) | [Support](#)

Click on **Enterprise login**

Enterprise login

Enter your LCU email

Enterprise login

SINGLE SIGN-ON ENABLED

Click on **Log In**

Enterprise login

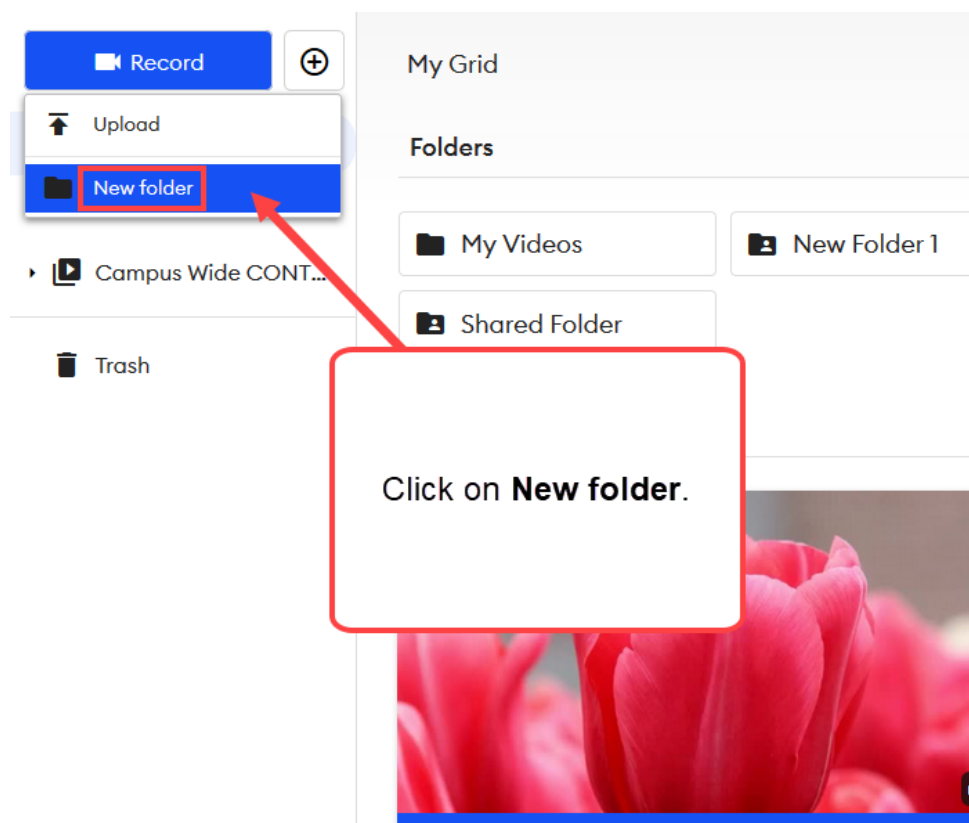
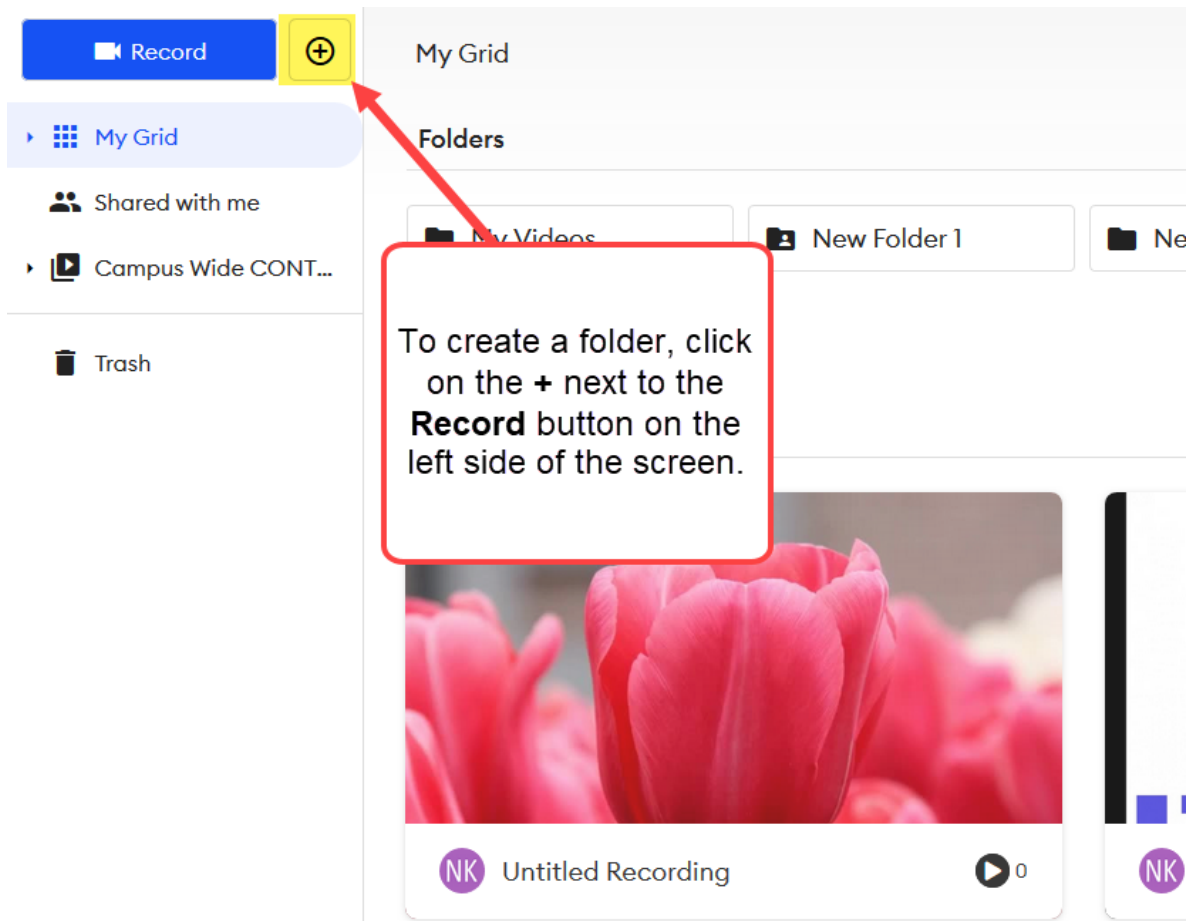
lcu.edu

lcu.edu login

LCU username

LCU password

Click **Log In**



Add New Folder

Folder name...

☐ Add to Campus Wide CONTENT

Add Folder

Type your name or group/course name for multiple presenters.

Record

+

My Grid

My Videos

New Folder 1

New Folder 2

Shared with me

Campus Wide CONT...

Trash

My Grid

Folders

My Videos

New Folder 1

New Folder 2

Videos

Untitled Recording

lifesize

To create or change shared functions, hover on right side of folder to view vertical ellipses (3 dots). Click on this.

Record

My Grid

Folders

My Videos

New Folder 1

New Folder 2

Shared with me

Cam

Trash

Solid: Not shared

Clicking on dots opens this drop down menu.

To share folder, click on **Share**.

Untitled Recording

lifesize

Manage collaborators

Copy shareable link

Add collaborators

Folder visibility

Only specific collaborators can...

Shared with

Is owner

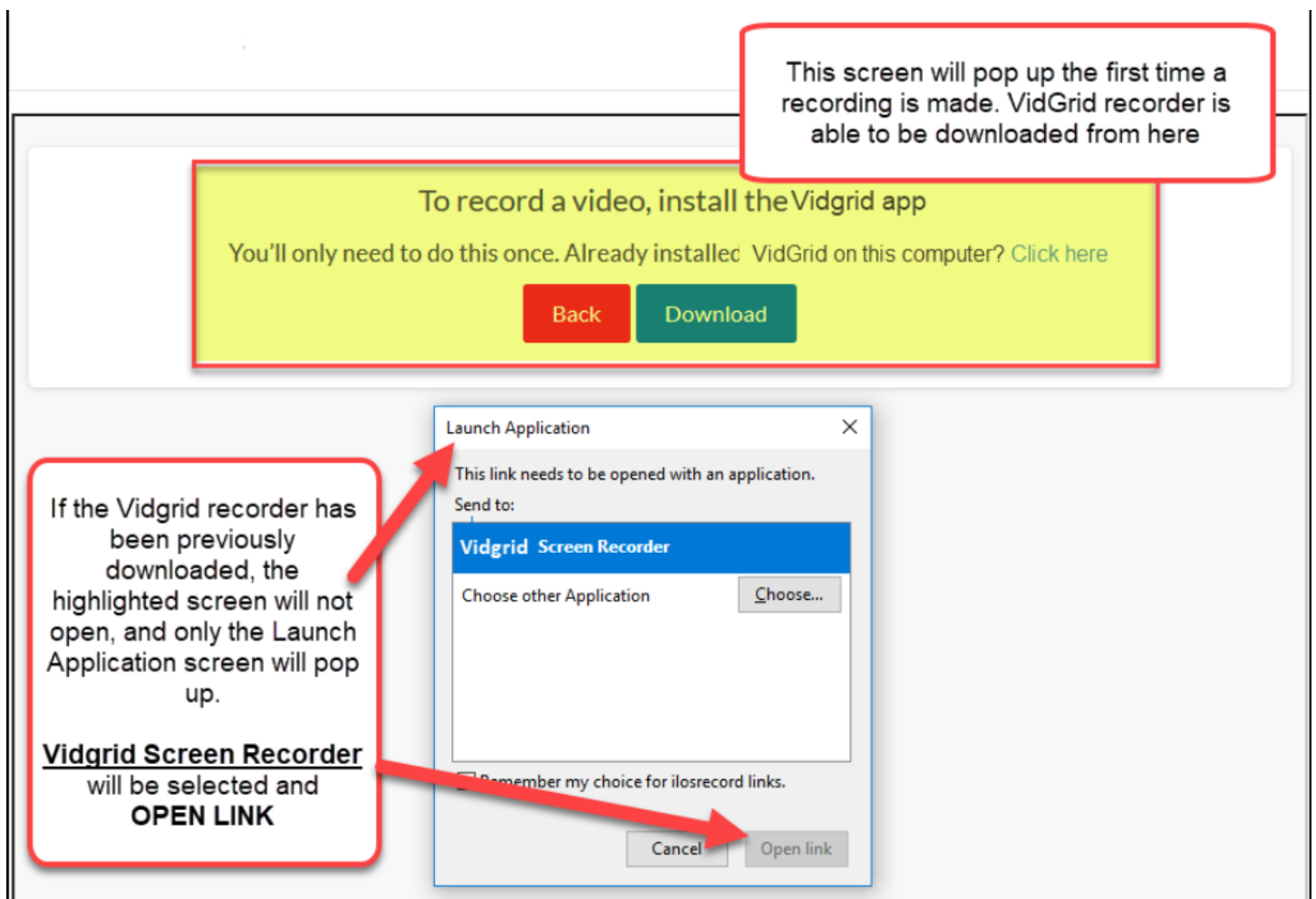
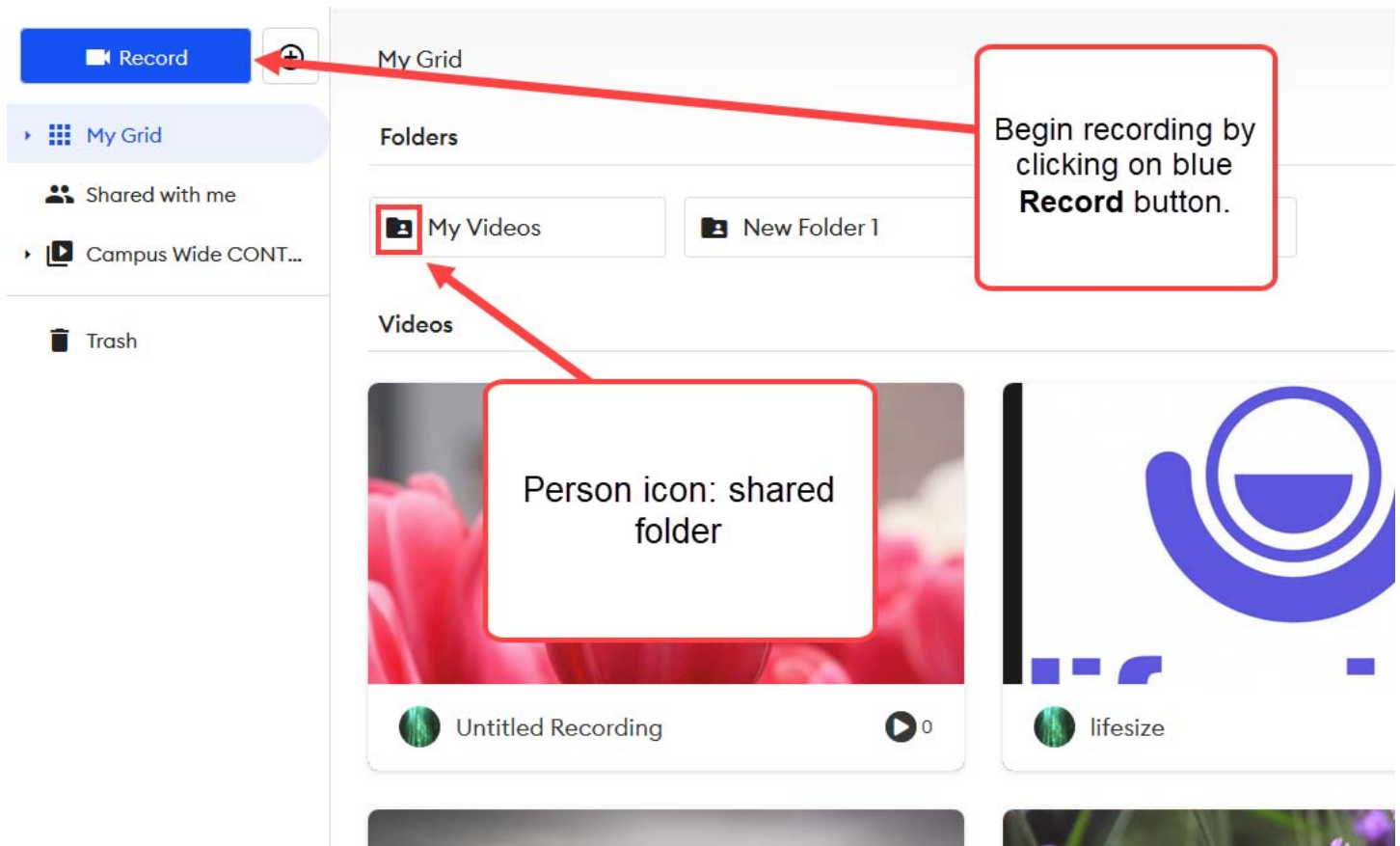
Done

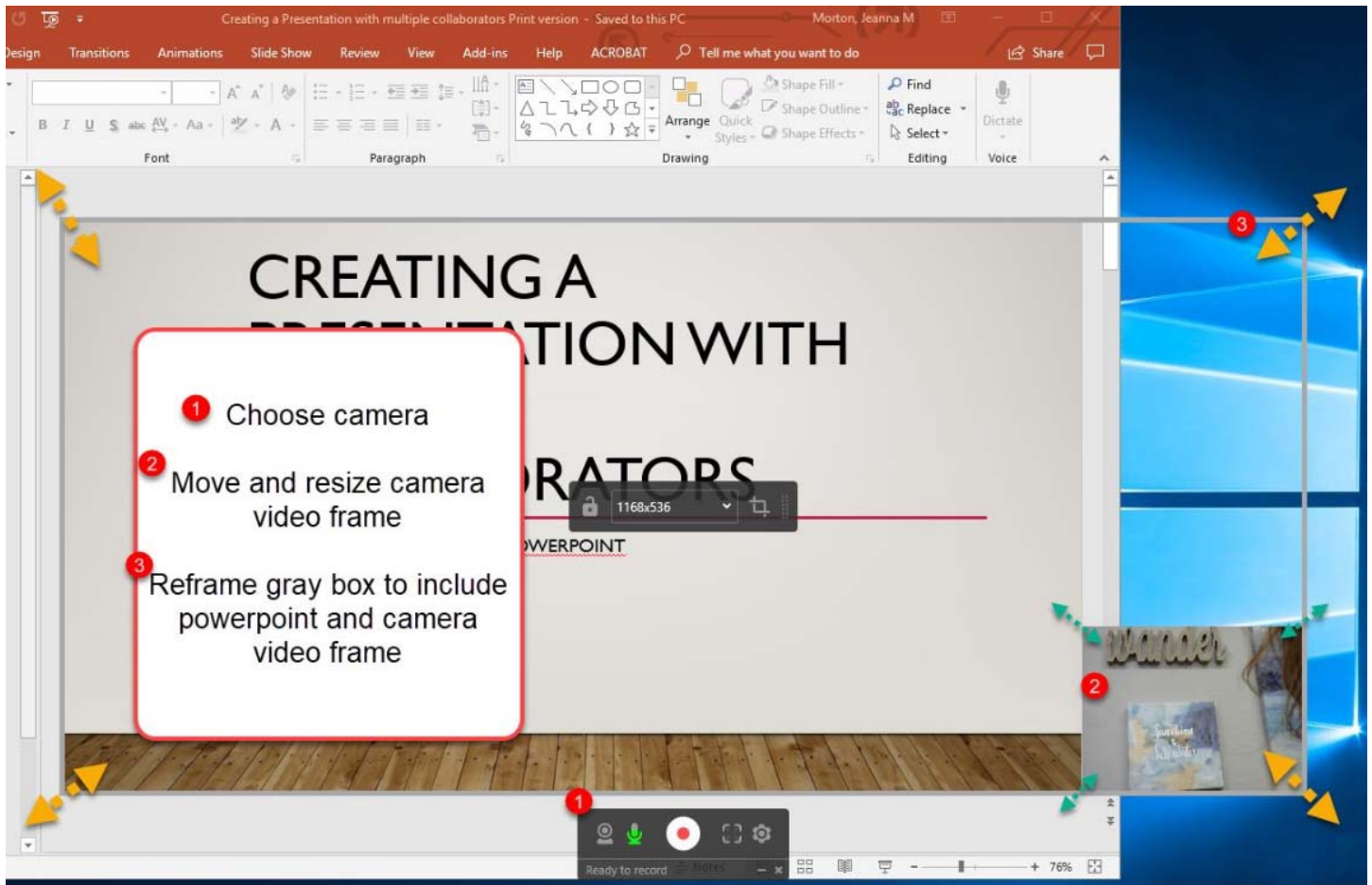
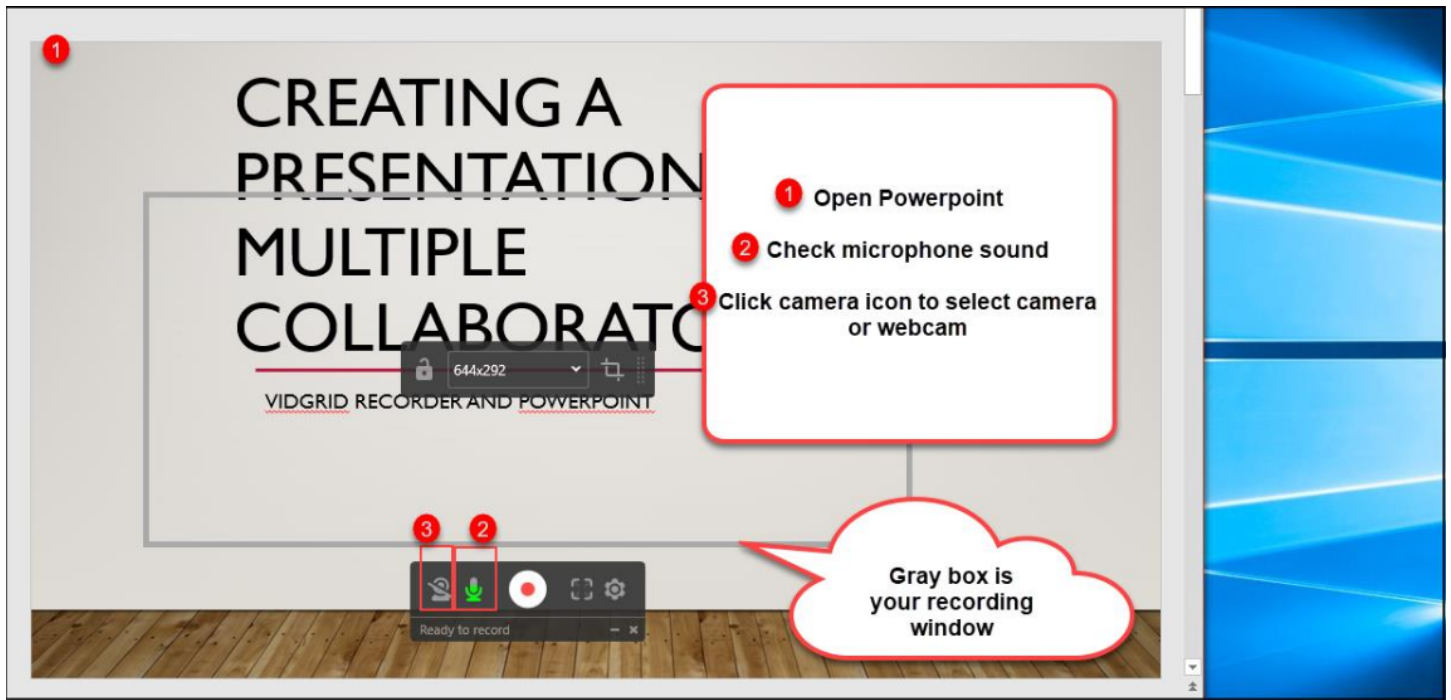
Click Add collaborators

Enter email address

Collaborators with access to folder will be listed

All presenters must go to VidGrid and log in using LCU credentials in order for VidGrid to pick them up as a user. If you do not find a user, have them log in to VidGrid (this only needs to be done once for VidGrid to recognize them).





CREATING A PRESENTATION WITH ATOMS

POINT

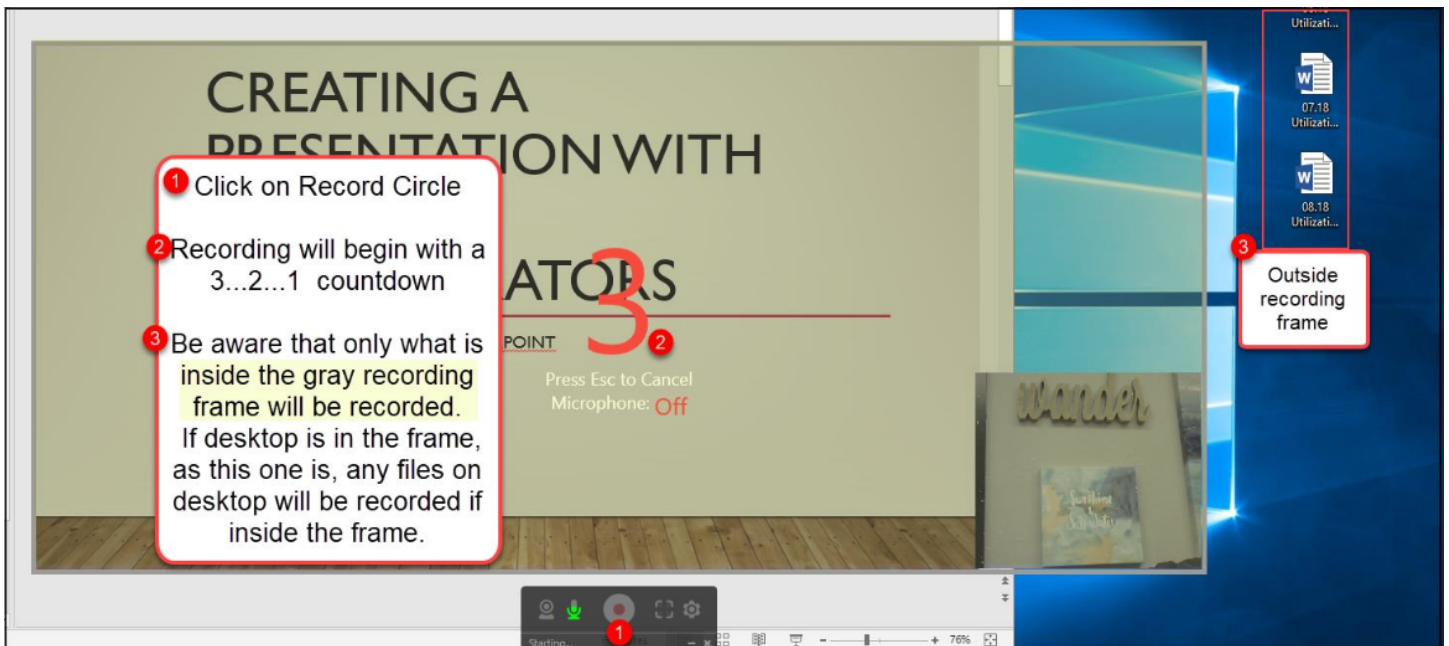
Press Esc to Cancel
Microphone: Off

1 Click on Record Circle

2 Recording will begin with a 3...2...1 countdown

3 Be aware that only what is inside the gray recording frame will be recorded. If desktop is in the frame, as this one is, any files on desktop will be recorded if inside the frame.

3 Outside recording frame



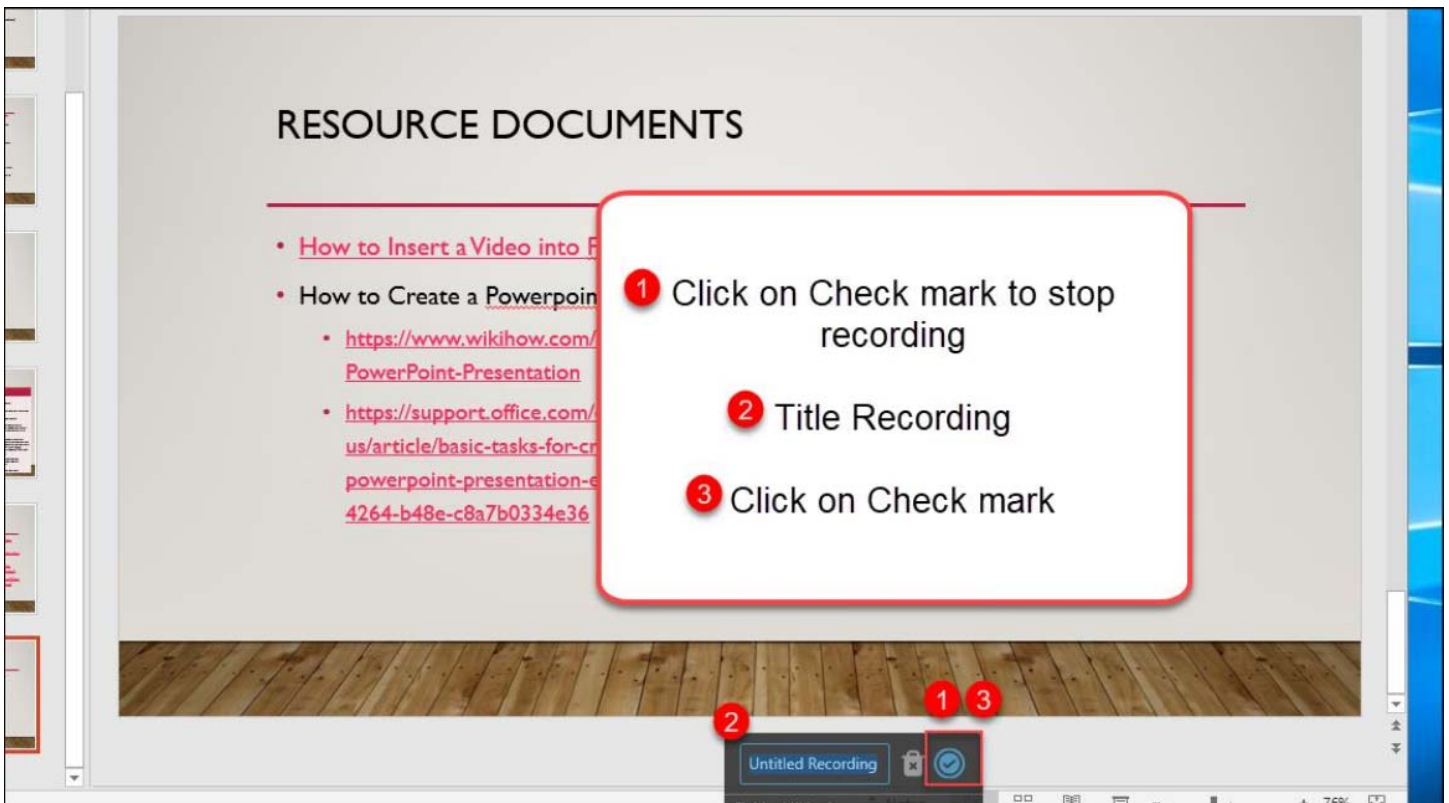
RESOURCE DOCUMENTS

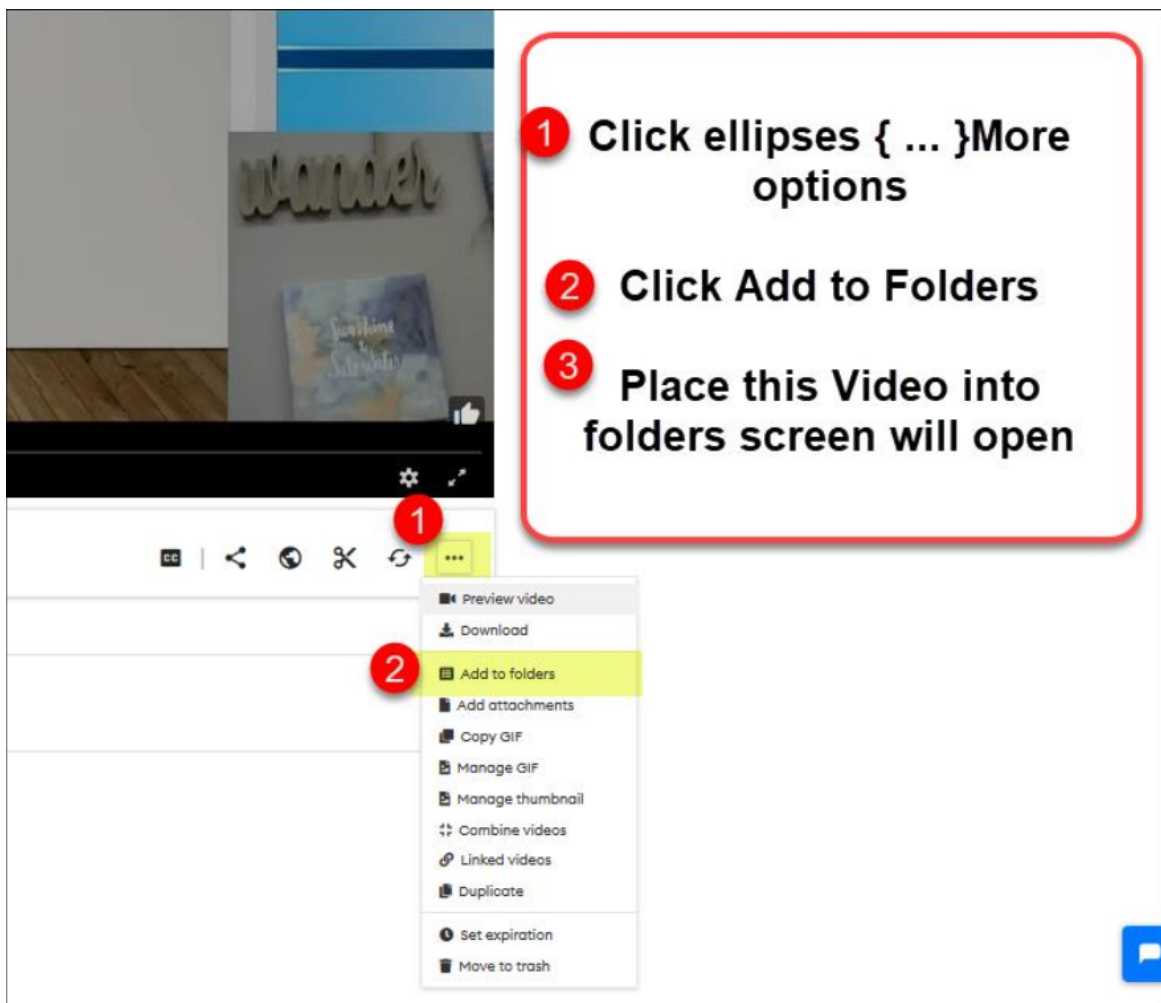
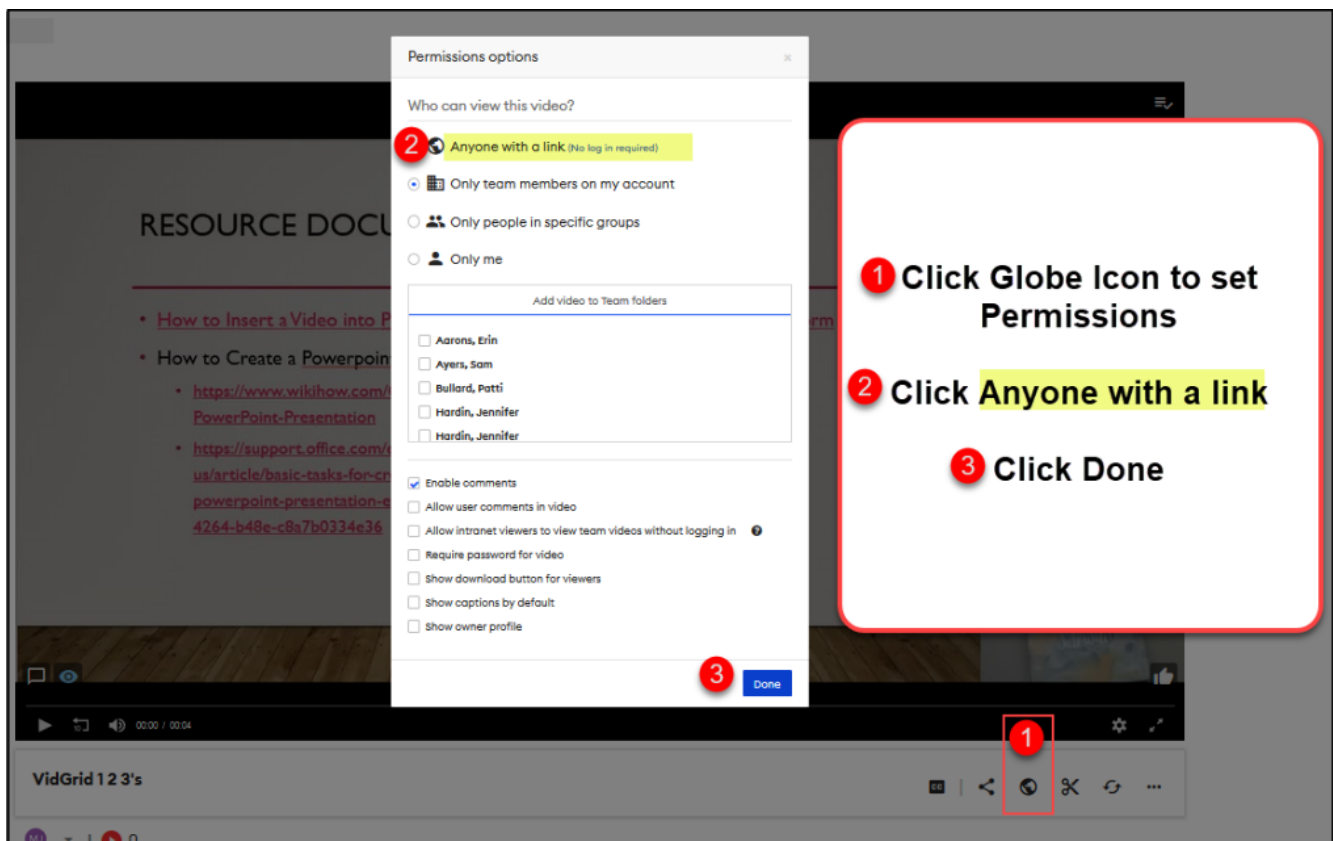
- [How to Insert a Video into PowerPoint](#)
- [How to Create a PowerPoint Presentation](#)
 - <https://www.wikihow.com/PowerPoint-Presentation>
 - <https://support.office.com/us/article/basic-tasks-for-creating-a-powerpoint-presentation-e4264-b48e-c8a7b0334e36>

1 Click on Check mark to stop recording

2 Title Recording

3 Click on Check mark





What to do with my video?

- 1** Copy video URL
right click on video
- 2** Download video as MP4
Select Download from ...More Options
- 3** Combine Video
Select Combine Videos from ...More Options if you have multiple recorded segments to be combined

The background shows a video player with a right-click context menu open, highlighting the 'Download' and 'Combine videos' options. A red circle '1' is next to the 'Copy video URL' option in the menu.

My Grid

Folders

- Folder **2**
- My Videos
- New Folder 1
- New Folder 2
- Personal Folder
- Shared Folder
- Shared with me
- Campus Wide CONTENT...**
- Trash

HELPFUL HINTS:
A FEW THINGS TO THINK ABOUT

- Outline: sequence matters when combining multiple segments
- Think about transition between segments
- Research and test external videos or websites
- Video links are **not recommended**...
 - Links to videos often break or take time to process
- Directly add video to powerpoint
 - Copyright information: [Check licensing information.](#)
 - Just because you can record video, doesn't mean it is legal to do so

1 Return to **My Grid**.

2 Locate video in correct folder.
*Folders are found by clicking on the arrow next to **My Grid**, or above videos in **My Grid**. If it is only in recents, it may be drag and dropped into correct folder from **My Grid** screen. Videos not put in correct folder go into **Campus Wide CONTENT** viewable to all users and more difficult to locate.*

3 Record new segment or select first video to be combined, go back into video for other editing features, or view **Tutorials**.

Videos placed in **Trash** may be retrieved up to 30 days.

Record (+)

My Grid > Folder

Folders

- Sub-folder

Videos

HELPFUL HINTS: A FEW THINGS TO THINK ABOUT

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2

Combining Videos
Once all video segments have been recorded

- 1** Locate correct folder with video segments to be combined
- 2** Click on first video in sequence
Video recordings must be combined in chronological sequence
- 3** Edit screen will open up with more options

MULTIPLE PARTS/SEGMENTS OR SINGLE RECORDING

- Determine recording type: multiple segments or single recording
- With multiple, single, or remote presenters, multiple segments can be recorded and then combined into one presentation
- Single recordings can be made initially, but need to be well planned.

NK VidGrid 1 2 3's 0

NK Part 2 0

My Grid

- Folder **1**
- My Videos
- New Folder 1
- New Folder 2
- Personal Folder
- Shared Folder
- Shared with me
- Campus Wide CONT...
- Trash

COLLABORATORS

VIDGRID RECORDER AND POWERPOINT

- 1** Click ...More Options
- 2** Click Combine Videos
- 3** Combine Screen will open

1

2

Preview video

Download

Add to folders

Add attachments

Copy GIF

Manage GIF

Manage thumbnail

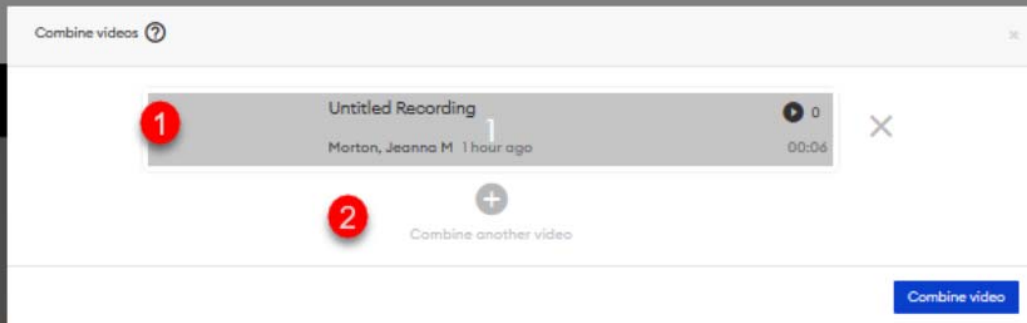
2 Combine videos

Linked videos

Duplicate

Set expiration

Move to trash

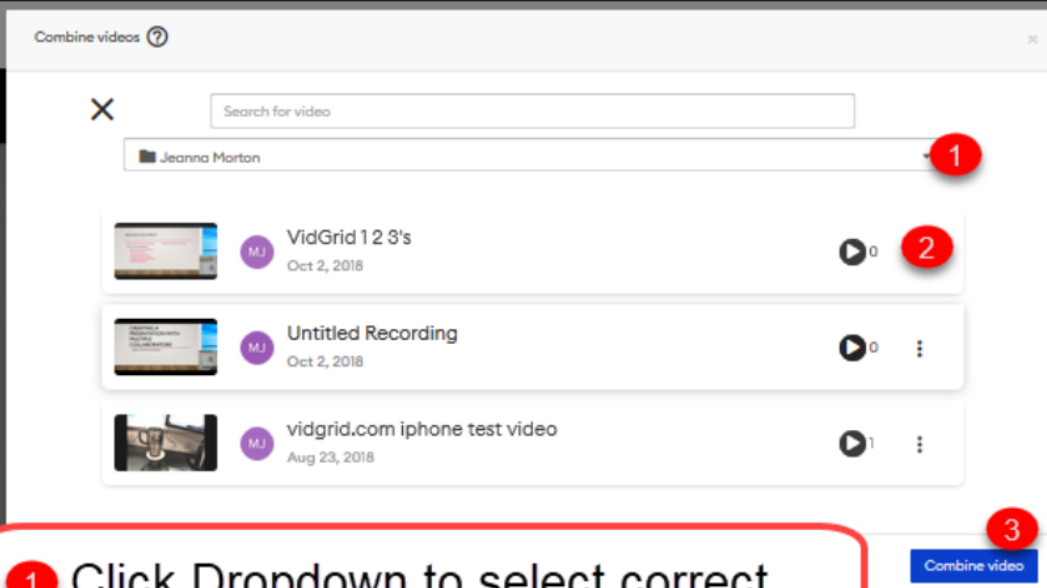


1 1st Video will be shown in Gray bar

2 Click + Combine another video

3 Video menu will open

recommend titling videos with segment number or indicator for easier selection



1 Click Dropdown to select correct folder

2 Select 2nd video

Repeat process until all required videos are selected

3 Click Combine Video

1 New Combined Video will process

2 Title will show New Combined Video

3 Hover to the Write to get editing pencil to update title and check

Processing



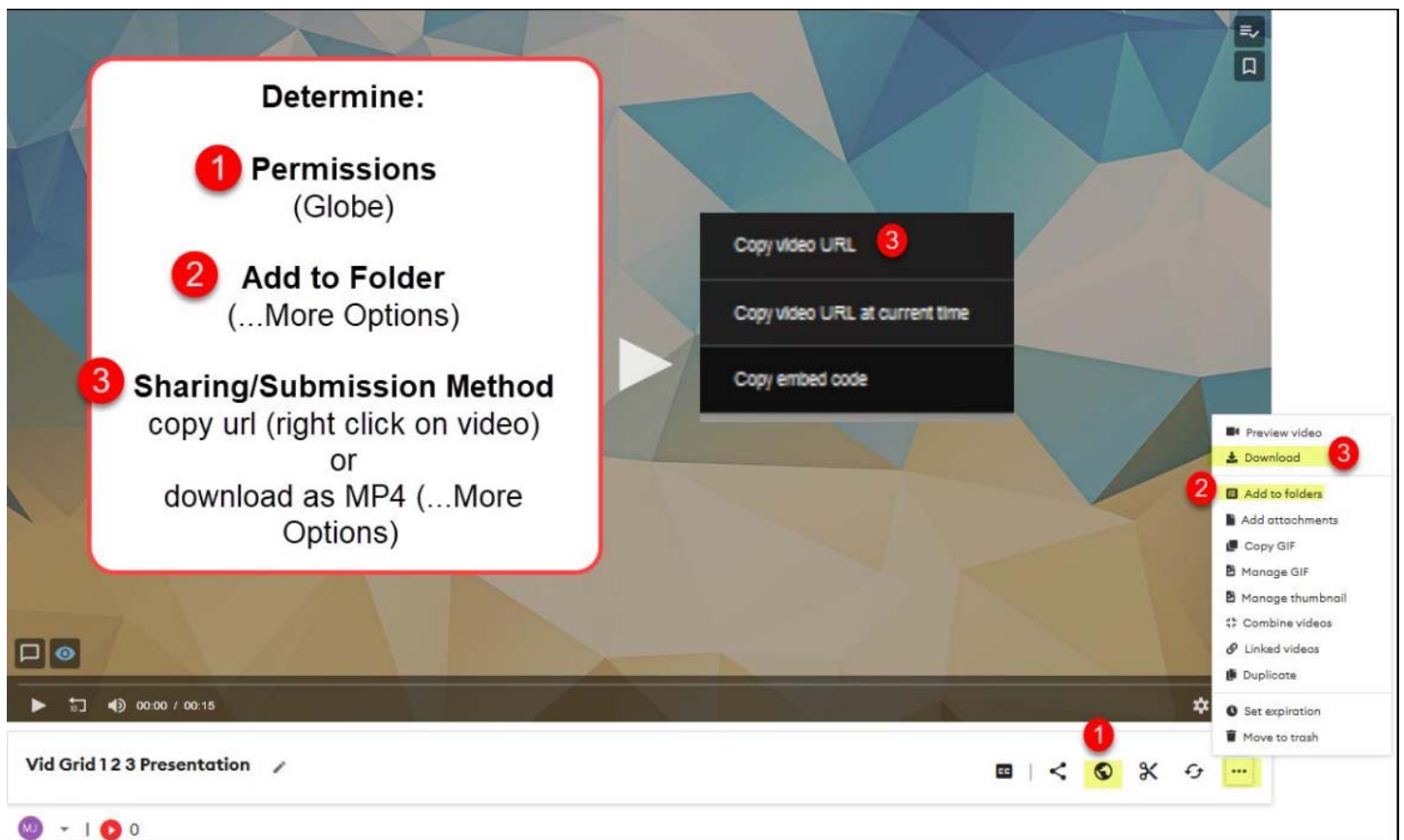
New combined video




0

Determine:

- 1 Permissions**
(Globe)
- 2 Add to Folder**
(...More Options)
- 3 Sharing/Submission Method**
copy url (right click on video)
or
download as MP4 (...More Options)



Vid Grid 12 3 Presentation



LCU
Instructional Design

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