Using an Android Phone or Tablet
For Your Speech / Video Submission Assignment

McGraw-Hill Education’s CONNECT for the following titles:

- *Communication Matters, 2nd ed.* (Floyd)
- *Communication Works, 11th ed.* (Gamble)
- *iSpeak, 5th ed.*, (Nelson)
- *Speak Well, 1st ed.*, (O’Brien)
- *Public Speaking for College and Career, 10th ed.* (Gregory)
- *The Art of Public Speaking, 12th ed.* (Lucas)
- *Connect Speech Tools* (McGraw-Hill Education)

See the four steps below to get a video prepared and uploaded to Connect.

**STEP 1: Adjust the Video Settings on Your Device**

**STEP 2: Record Your Video**

**STEP 3: Prepare Your Video for Uploading to Connect**

**STEP 4: Upload Your Video to Connect**

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**STEP 1: Adjust the Video Settings on Your Device**

Before recording your video, change the video resolution to limit the size of the file so that it will upload to Connect more quickly.

- On your Android phone or tablet, tap the Camera app
- Switch to the camera you plan to use (front facing or rear facing)
- Tap the icon (settings)
- Locate the video size options. (On a phone, you may need to tap or again to go to more video settings.)
- Select 640X480 (VGA)

Note: If you did not change the video settings before recording your speech, see **STEP 3** below to learn how to convert your video file to a smaller size.

**STEP 2: Record Your Video**

Set up your device so that your video will appear in its proper orientation. If you do not position your device properly, your video may display sideways or even upside down when viewed online.

- When using the camera on the back of the device, orient the device horizontally – with the Home button positioned on the RIGHT.
If using the front-facing camera (so that the device mirrors you speaking), place the device horizontally with the button on the LEFT.

**STEP 3: Prepare Your Video for Uploading to Connect**

To get your video from your device to Connect, you will first have to store it in a place where Connect will be able to access it. With an Android device, there are two options:

1. Use your phone or tablet’s USB cable to connect the device to your computer, copy the file to your computer, and then, if the video is over 100 MB, compress it. Instructions for compressing your video on a Windows computer and on a Mac computer are below.

2. The other option is to compress the video on your device (see Compressing Your Video Using an App on Your Android Device below). Then upload the video to Dropbox (see Saving Your Video on Dropbox below). From Dropbox, you can access the video with your computer and upload it to Connect. Compressing your video will make uploading it to Dropbox (and to Connect) faster.

**Compressing Your Video Using an App on Your Device**

Note that this step will likely not be necessary if you adjusted your video settings before recording (see Step 1) and if your video is under 10 minutes in length.

If you decide you do need to compress your video, here’s how: First, download an app, Video Converter Android, from the Play store. Search in the Play store for “Video Converter.” Install the free version. The free version gives you the functionality you need for three days. After the three-day trial, you can purchase the pro version, which costs $3.22 as of May 2016.

Once Video Converter Android (free trial) is installed on your device, open it. A “codec,” which customizes the app for your device, will be recommended. Install the codec.

When you first start Video Converter Android, some instructions display. Click “Show Again Later” to dismiss the instructions. A list of files on your device will then display. Look through the folders or tap the video button to find your video (see red arrows below).
Next, select the video you want to convert. Filenames of videos recorded on the device will include the date and time the video was recorded (YYMMDD_HHMMSS.mp4).

Once you've selected your speech video, tap "Convert."
Next, under Profile, select Reduce Size (pro). Enter 20 as the target output size. Leave all of the other settings as is and tap “Start.” Converting a large file may take some time.

If you get a message telling you that “one or more input files are too big for a single output file,” tap no … You don’t want to convert into multiple files. Instead, increase the target output size. Try 30, and if that doesn’t work, keep trying again in increments of 10. Unless your video is extremely long, you should not have to convert to anything larger than 50 MB.

Once the video has been converted, tap the “Converted” icon at the bottom of the screen to find it. The filename will include the date as before, but the extension (the letters after the dot) will be 3gp. This is the file that you will use for Connect.

Next, you can copy it to your computer by using your device’s USB cable to connect the phone or tablet to your computer. Or you can upload to Dropbox or other Cloud-based storage service, which may be simpler. See Saving Your Video on Dropbox below.

**Saving Your Video on Dropbox**

To save your video on Dropbox, you need to have Dropbox installed on your device (get it in the Google Play store).

Open Dropbox. If you did not adjust the resolution on your device before recording your video, when Dropbox offers to “turn on camera upload,” do not enable; if you do enable it,
Using an Android Phone or Tablet for Your Video Submission Assignment

Dropbox will automatically try to upload your huge original video. If you accidentally enable camera upload in this situation, you can cancel it in “Settings” (tap the menu icon on your phone, or the three dots in the top right corner of the tablet screen, select “Settings,” and then “turn off camera upload.”)

To upload the converted video or a video shot in low resolution, open Dropbox, tap the menu icon on your phone, or the three dots in the top right corner of the tablet screen, and select “Upload Here.”

Select “Photos or Videos” and then scroll through all of your camera photos until you see a heading, “Storage.” Your converted video will appear here; remember to look for the date in the filename and the file extension 3gp. Of course, all uploading should be done only when connected to a good wireless network. Don’t try to use your data plan for this!

Now you are ready to upload your video to Connect.

Compressing Your Video on a Windows Computer

Note that this step will likely not be necessary if you adjusted your video settings before recording (see Step 1) and if your video is under 10 minutes in length. It’s also unnecessary if you have already compressed the video on your device, as described above.

If you did not adjust your video settings and you have transferred your video from your device to your computer without compressing it, you may want to consider compressing it now. Compressing your video will make uploading to Connect faster. We’ve done many tests of the video uploading functionality and find that, on a typical wireless network, it’s possible to upload large videos, but it will take time. Just one example may help illustrate this: A 6-minute speech video recorded on an iPhone produced a .mov file (Quicktime) that was 435 MB. Over a home wireless network, it took approximately 45 minutes to upload the video to Connect. Converting that video following the instructions provided below reduced the file to 8 MB, and the converted video uploaded in 3 minutes.

We recommend compressing any video that is larger than 100 MB.

1. You will need to have Any Video Converter installed on your Windows computer. Find it free at this url: http://www.any-video-converter.com/products/for_video_free/ Download and install the software. Then start it up.

2. Select the video file you want to convert by clicking “Add Video(s)” and choosing your video file.
3. Open the drop-down menu in the upper right-hand corner of the screen and choose to convert your video to “Flash Video Movie (*.flv)“:

![Flash Video Movie (*.flv)](image)

4. Click “Convert Now!”

![Convert Now!](image)

5. Once the file is converted, the file location should pop up automatically. Double-click your video to play it to make sure it looks right. Now you’re ready to upload the video to Connect.

**Compressing Your Video on a Macintosh Computer**

Note that this step will likely not be necessary if you adjusted your video settings before recording (see Step 1) and if your video is under 10 minutes in length. It’s also unnecessary if you have already compressed the video on your device, as described above.

If you did not adjust your video settings and you have transferred your video from your device to your computer without compressing it, you may want to consider compressing it now. Compressing your video will make uploading to Connect faster. We’ve done many tests of the video uploading functionality and find that, on a typical wireless network, it’s possible to upload large videos, but it will take time. Just one example may help illustrate this: A 6-minute speech video recorded on an iPhone produced a .mov file (Quicktime) that was 435 MB. Over a home wireless network, it took approximately 45 minutes to upload the video to Connect. Converting that video following the instructions provided below reduced the file to 8 MB, and the converted video uploaded in 3 minutes.

1. You’ll need to have **Any Video Converter Lite** installed on your Mac computer. It’s available for free in the Mac App Store at: [https://itunes.apple.com/ca/app/any-video-converter-lite/id479472944?mt=12](https://itunes.apple.com/ca/app/any-video-converter-lite/id479472944?mt=12)

2. Go to your Applications folder in Finder, find Any Video Converter Lite, and open it.
3. Select “Profile “(on the right side of the screen), then select “Universal Flash Video Movie.”

4. Click “Add File(s) “at the bottom left of the screen.

5. Browse to find your uncompressed video file.

6. Don’t change any other settings.

7. Note the output location (on right side of the screen). This is where your converted video will be stored.

8. Click “Convert Now” at the bottom right of the screen.

9. Your video will be converted; depending on the original format and size, this may take a few minutes. After conversion, the video will be saved automatically in the folder designated as output location in 7 above.

**STEP 4: Upload Your Video to Connect**

1. Find your speech assignment in Connect or in your school’s Learning Management System and click on it. Read instructions from your instructor and then select “upload a video.”
2. Click “Choose File,” browse your folders to find your video, then click the blue “upload video” button.

3. Wait as your video is uploaded and then encoded (processed for display online).

4. You should see your video when the process is finished. **Play the video to make sure you have uploaded the correct file and to verify that it plays properly.**

5. Scroll down the page and enter a video title and (optionally) a description. You can also upload any other related materials your teacher might have requested (an outline or PowerPoint, for example).

6. Click the blue “submit” button when you are ready for the instructor to view and grade your speech. You will be asked to confirm that you want to submit; click the blue button to confirm.

7. If your instructor has assigned a self-review for this video, you will be automatically navigated to the self-evaluation page. Be sure to complete that portion of the assignment, too! When you are done working on your self-review, click the blue button, “done! submit assignment.”

**How long will it take to upload a video to Connect?**

If your video file is 100 MB or smaller, the uploading portion of the process should take less than 10 minutes. The smaller the file, the less time it will take for the video to upload.

The second part of the process, encoding (or “finishing up”), should also require no more than 10 minutes. What’s going on behind the scenes is that your video is being put in a queue to be encoded for display online. If you wait longer than 10 minutes for encoding to compete, it may be a very busy time with many people uploading videos. If you can, you may want to exit and try again at a later time.
If you find the uploading portion of the process is taking longer than 10 minutes:
1. Check the file size. If the file is larger than 100 MB, follow the instructions above for compressing on a Windows computer or for compressing on a Mac.

2. If the file is smaller than 100 MB, do whatever you can to reserve as much bandwidth as possible for the video upload process. For example, shut down any streaming music or videos that may be using the same Internet access point. If possible, you might even want to try another location.

3. If all else fails, contact our Customer Experience (CXG) team. They will work with you and may be able to upload it on your behalf.

Customer Experience Group (CXG)
Sun: 11am – 1am
Mon-Thurs: 7am – 3am
Fri: 7am - 8pm
Sat: 9am - 7pm
(All times in Central)

800-331-5094 (U.S. and Canada only)

or via web page at: http://mpss.mhhe.com/contact.php