

Using a Digital Camera (Not a Phone or a 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 Your Camera Settings](#)

[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 Your Camera Settings**

Almost all cameras have a way to lower the resolution at which you record. Videos shot at a lower resolution will automatically be smaller, and this step may mean that you might be able to avoid compressing the video and still have it upload to Connect relatively quickly. If you do not know how to change your camera recording resolution, check your user guide or try searching online for instructions for your camera model.

Note: If you have already recorded your speech and did not change the video settings beforehand, see [STEP 3](#) below to learn how to convert your video file to a smaller size.

## **STEP 2: Record Your Video**

Check out the General Recording Guidelines available from the same page where you accessed this, to ensure you record the best video possible.

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

Follow the instructions with your camera for transferring your video file from your camera to your computer. If you don't have an instruction manual, try searching online for instructions for your camera model.

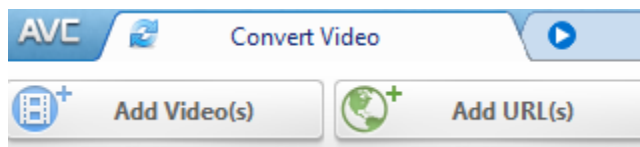
Once the video is on your computer, check the file size. If it is under 100 MB, try uploading it to Connect (see Step 4). If it is over 100 MB, you will want to compress it to save yourself time uploading.

### *Compressing Your Video on a Windows Computer*

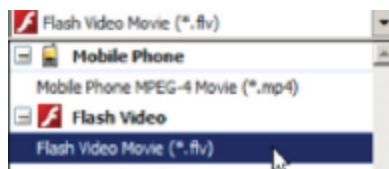
If you have transferred your video from your phone to your computer without compressing it, you may want to consider compressing it now. Compressing your video will make uploading to Connect faster. We've done many tests of the video uploading functionality and find that, on a typical wireless network, 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/](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)":



4. Click "Convert Now!"

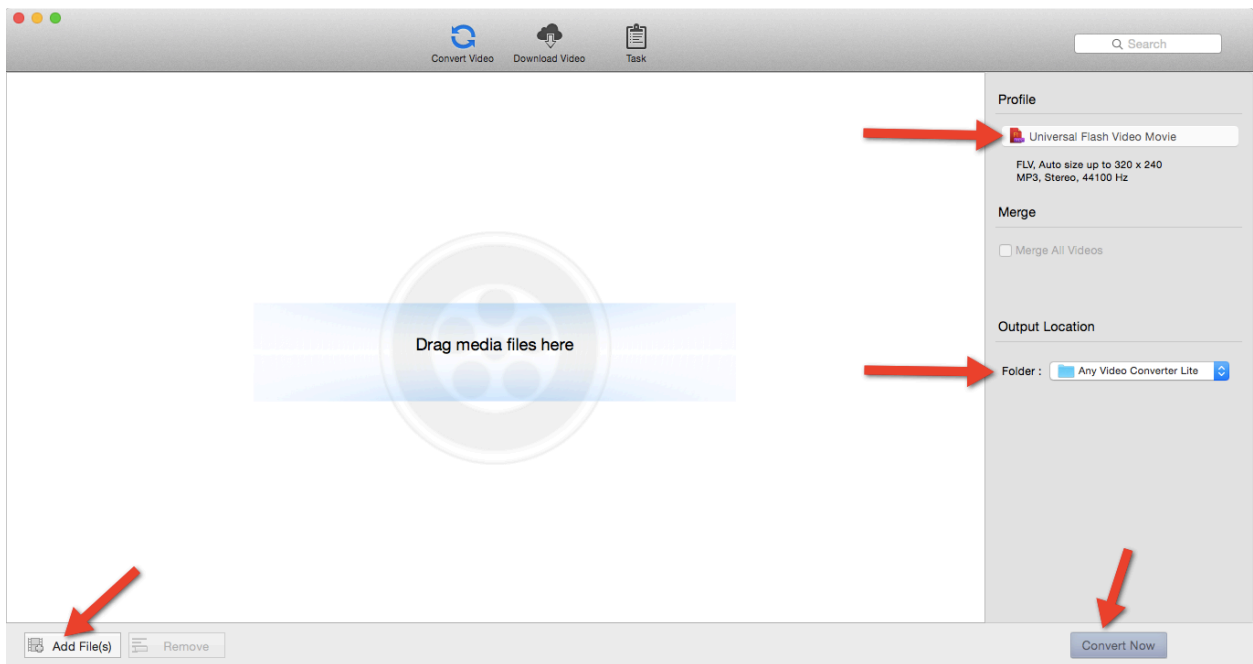


Once the file is converted, the file location should pop up automatically. Double-click your video to play it to make sure it looks right. Now you're ready to [upload the video to Connect](#).

### *Compressing Your Video on a Macintosh Computer*

If you have transferred your video from your phone 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>
2. Go to your Applications folder in Finder, find Any Video Converter Lite, and open it.

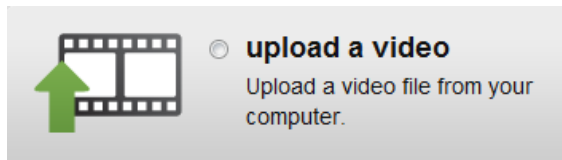


3. Select "Profile " (on the right side of the screen), then select "Universal Flash Video Movie."
4. Click "Add File(s) " at the bottom left of the screen.

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.
10. Now you're ready to [upload the video to Connect](#).

#### 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.

#### video to upload

Please select a video file:

Lucas12-LSA...uncture.flv

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 complete, 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)

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

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