

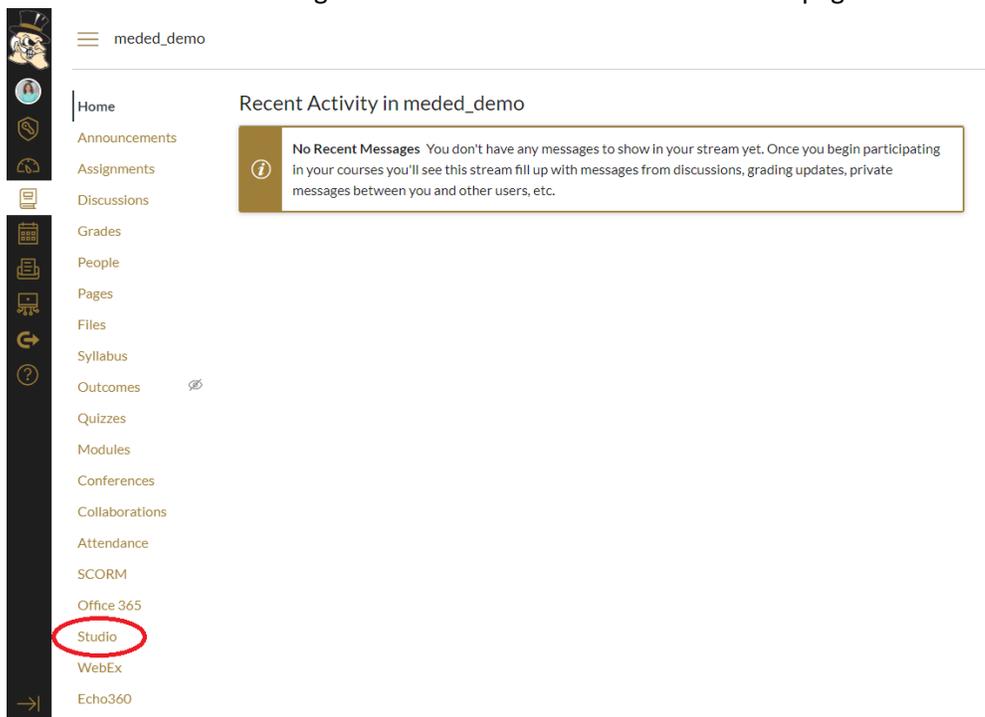
## Studio: Canvas Guide

Canvas Studio is a communication tool that allows instructors and students to actively collaborate through video and audio. Studio also allows you to upload your own media, create screencasts, and share videos from other sources, such as YouTube.

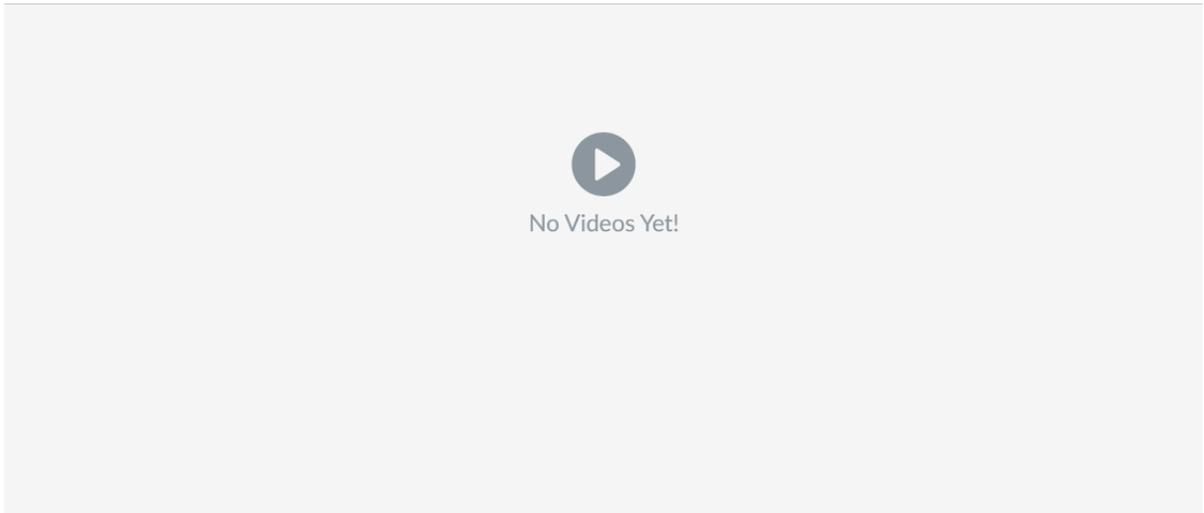
### Accessing Studio from Canvas

Follow these instructions to access Studio within Canvas.

1. Login to [Canvas](#).
2. Click on **Studio** in the navigation menu on the left-hand side of the page.



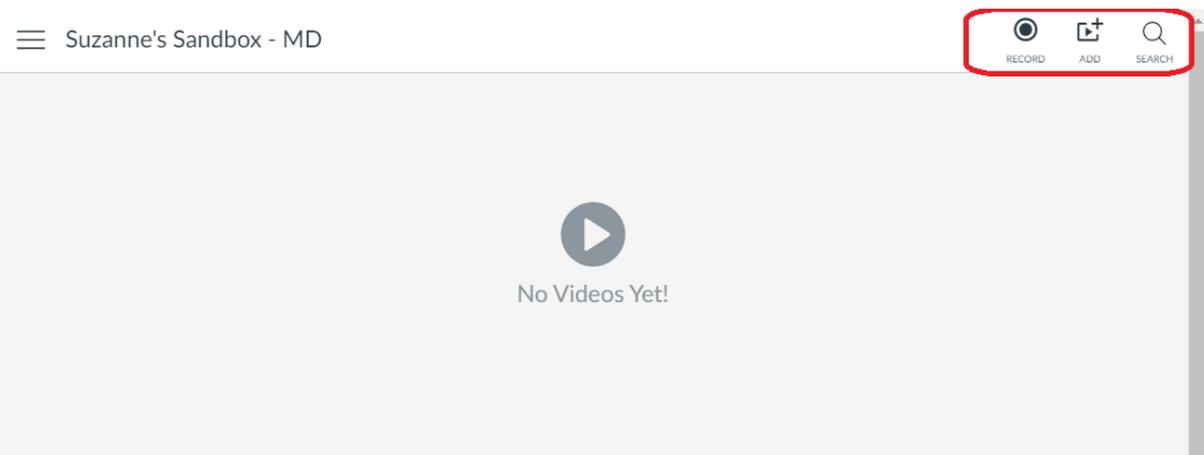
3. Your page will open to the image below.



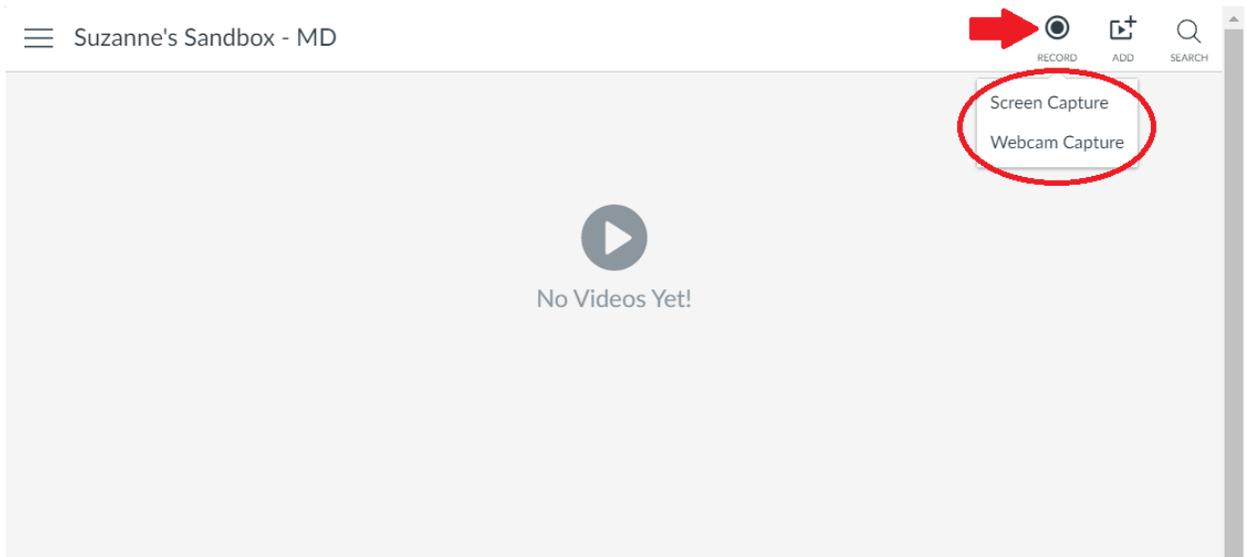
## Recording with Studio

You now have options to choose from:

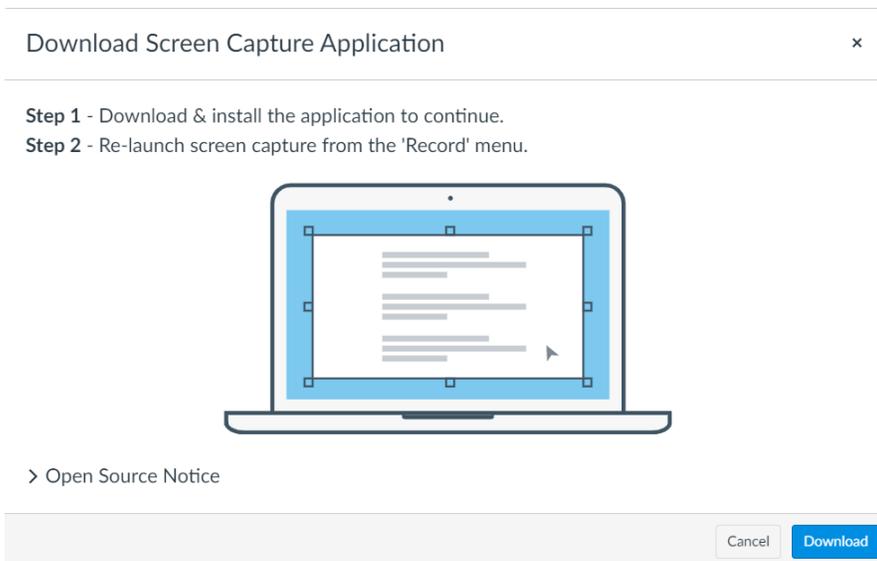
- a. Record media
- b. Add media
- c. Search for media



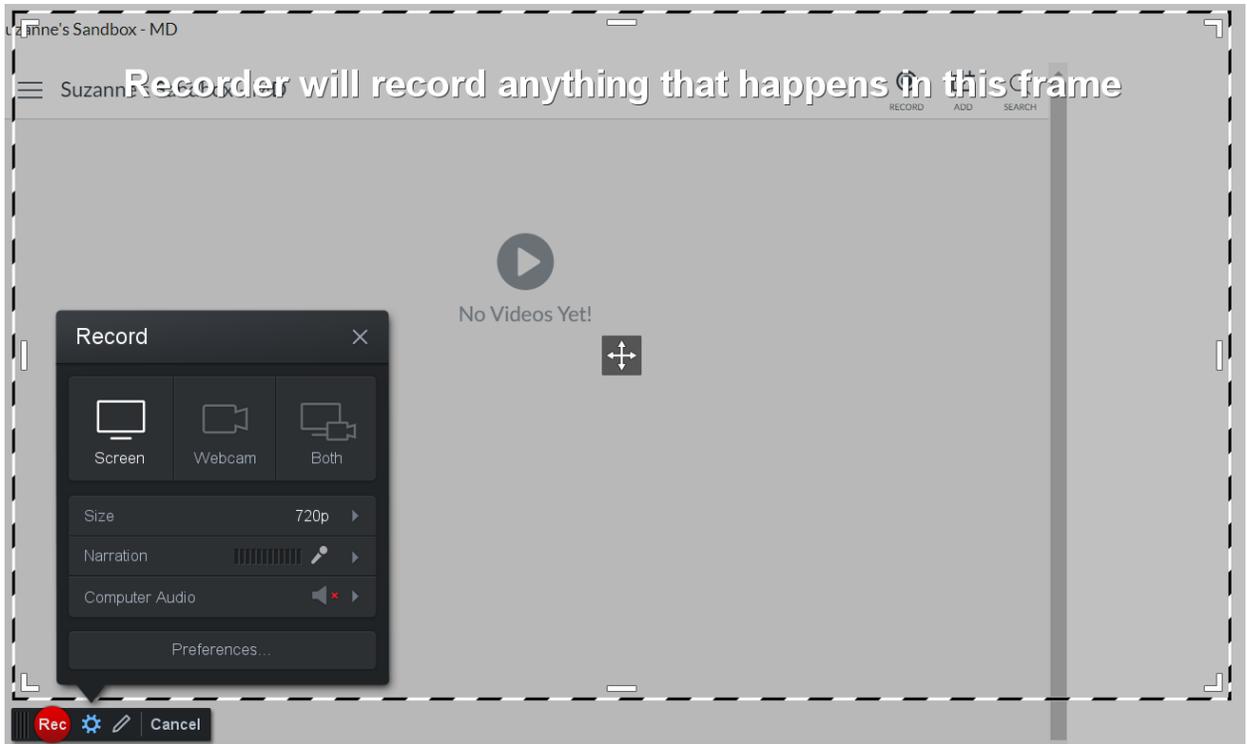
1. If you choose to record, you can either:
  - a. Record your screen
  - b. Record your webcam



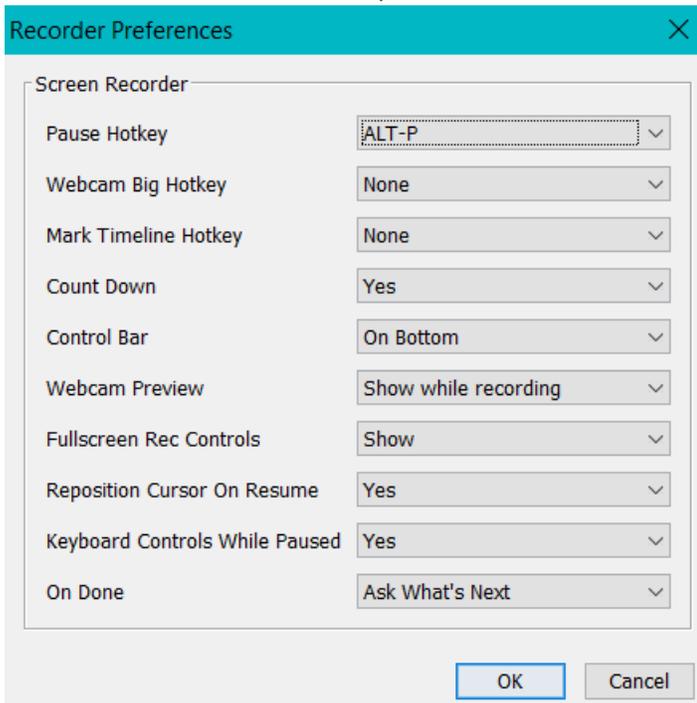
2. In order to capture or record your screen, you will need to download the screen capture application. Follow the directions in the image below.



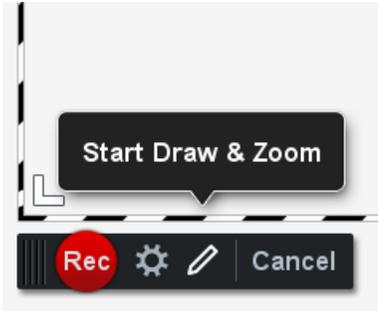
3. Once downloaded, the image below will appear, with a note that the recorder will record anything that happens in the frame.



4. Decide if you want to record only the screen, the webcam, or both.
5. Adjust the size, if desired.
6. Make sure the Narration is using the microphone that you want.
7. Decide if you'd like to include computer audio (i.e. any sound from the computer).
8. Click on Preferences for more options.



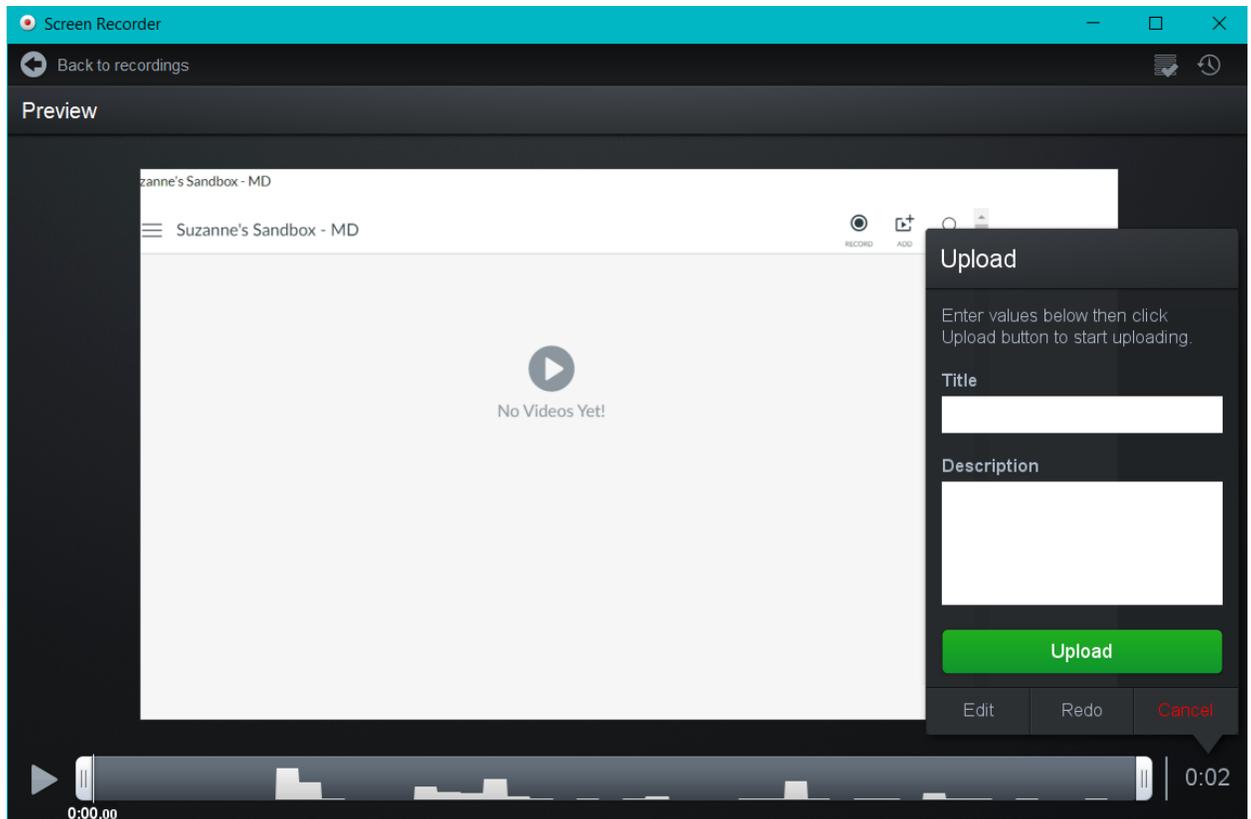
9. While recording your screen, you also have the option to Draw and Zoom by clicking on the pencil icon.



Here are the options at the top of the recording window for drawing and zooming on the video.



10. When ready, click the red Rec button, and you will be given a countdown. When you see "GO!", start your recording. You can pause and resume the recording, as needed.
11. When finished, click **Done**.
12. You will then have the option to add a title and description to your video, and then upload (or edit, redo, or cancel).



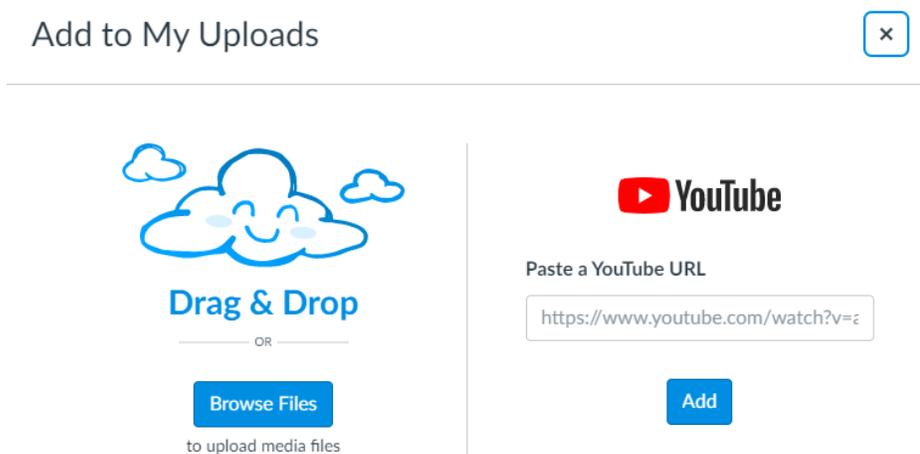
13. After the video is finished processing, it will show up in your video library.

14. If you choose to create a webcam capture, the recorder will immediately appear, ready to record.

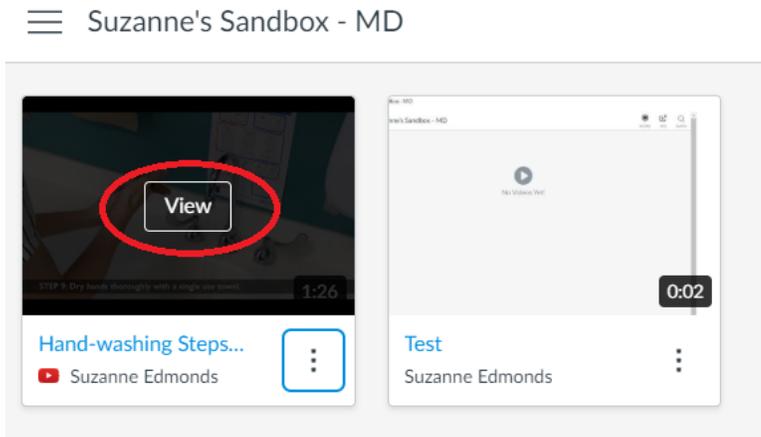
## Adding Media to Studio Library

If you would like to upload a media file from your computer or add a link to a YouTube video, you can!

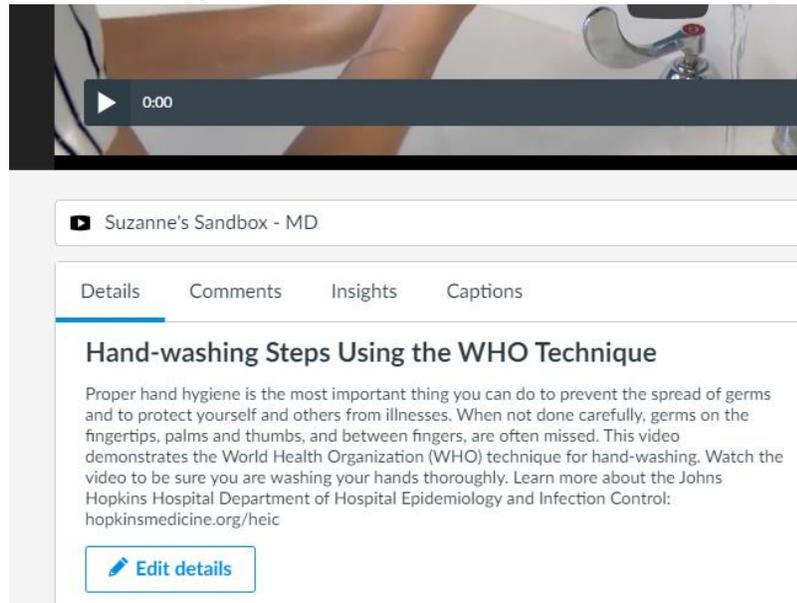
1. While in Studio, click the Add button.
2. You can now choose what to upload/add.



- Once the video (or link) has been added, you can View the video, where you will be presented with more options.

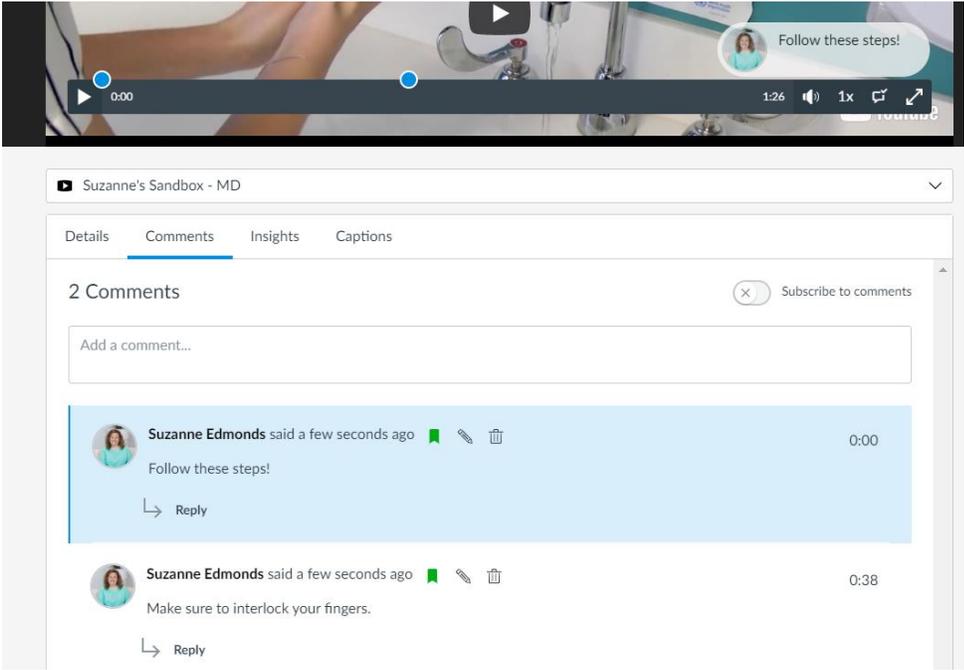


- Options:
  - Details:** In a Studio account, Studio's Details (or asset management) automatically organizes media to help users find content easily. For instructors, any media added to a course is created as a separate collection so they can tag media for better organization and searchability.

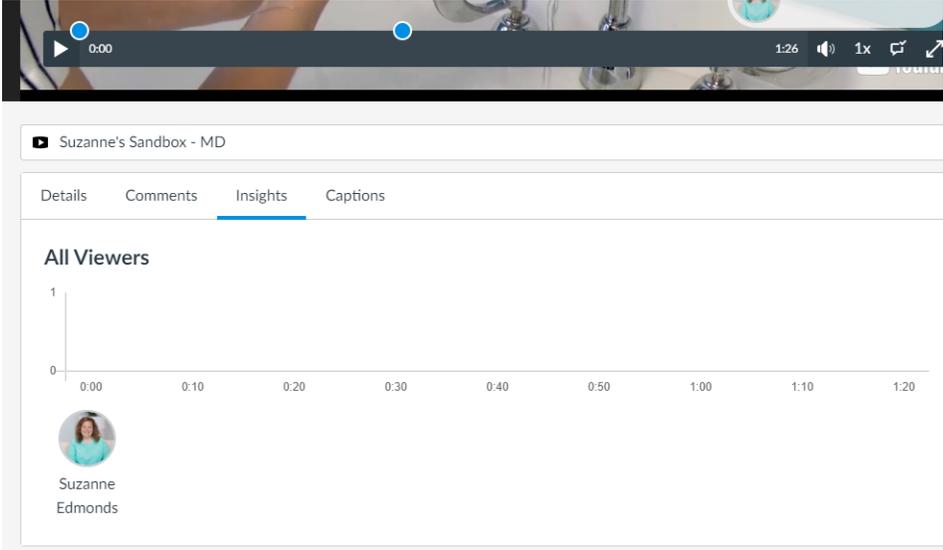


- Comments:** Studio's interface lets students and instructors engage with media content by commenting directly on the media timeline. Students can learn from each other's insights as well as from the instructor's direction and feedback. Comments are noted with the posting time and date, along with the aligned time in the media. Comments can also be shown as inline comments in the timeline while viewing the media. Users can

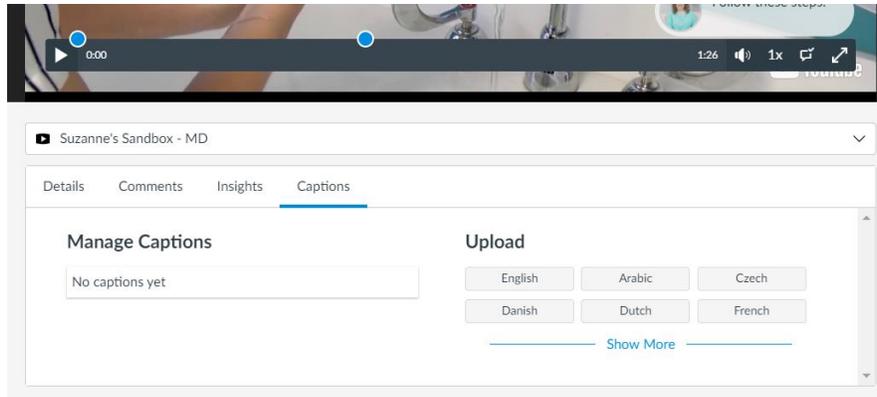
also post replies to comments as well, which can supplement the comments and are not part of the timeline display.



- c. **Insights:** Media owners can also view media engagement through user analytics. Unlike other media sites, Studio analyzes views on a per-user basis. Studio's analytics allow instructors and administrators to quickly and easily analyze the media students are viewing, how long they are viewing, and when they stop viewing. This information allows instructors to optimize media to communicate critical information more effectively and monitor student behavior.

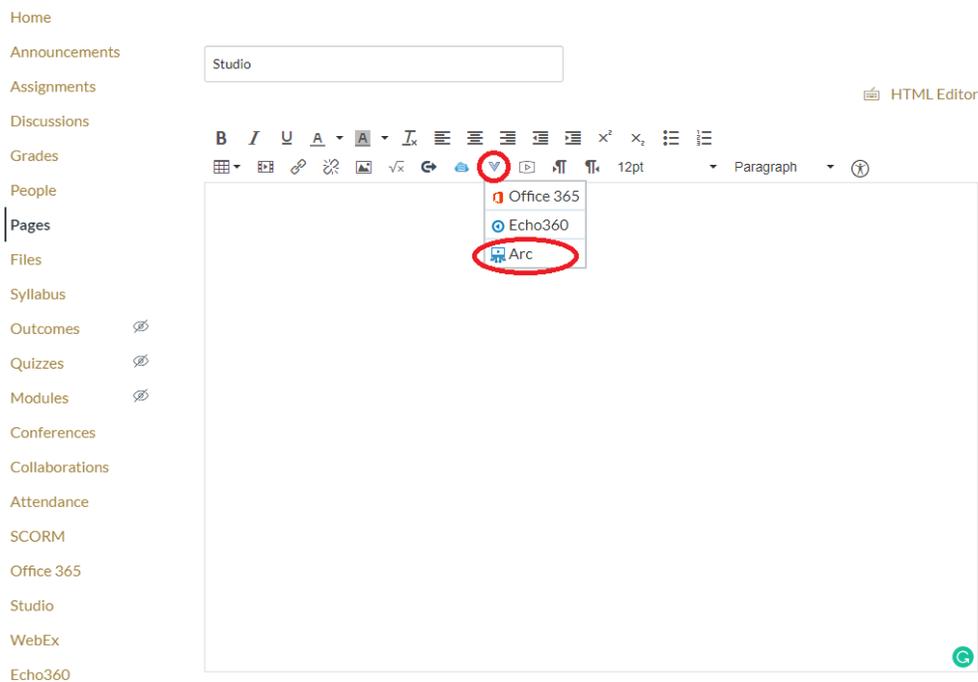


- d. **Captions:** You can manage the captions within a video or upload captions in multiple languages.

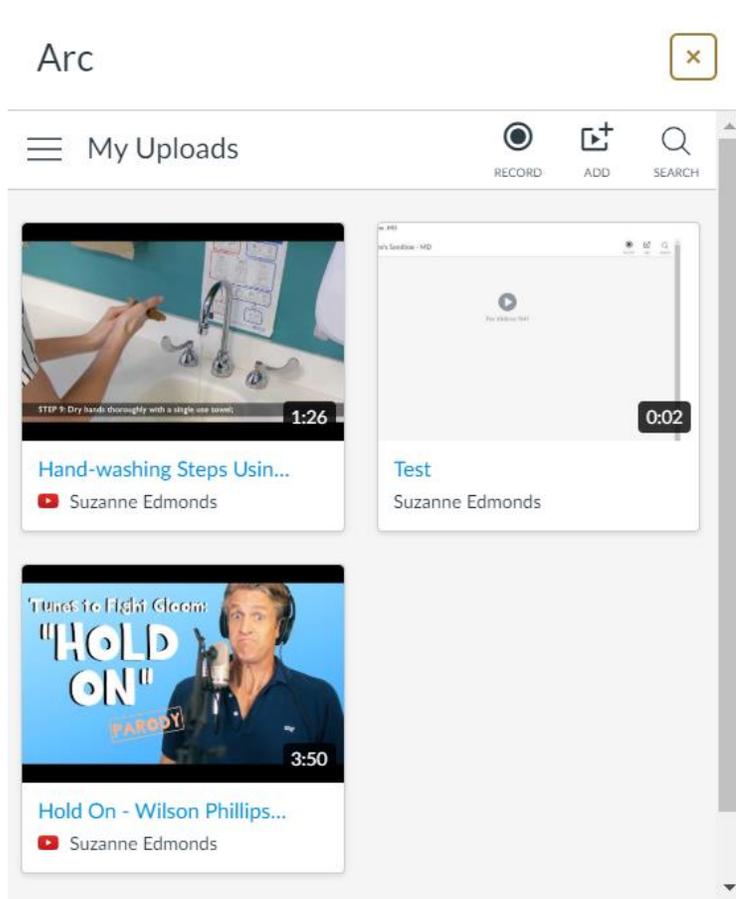


## Embed Studio Media into Canvas

1. Log in to [Canvas](#).
2. Open the **Course** in Canvas for the course you want to post the video to.
3. Click the location on the left where you want to post the item (e.g., Pages, Discussions, Assignments, etc.).
4. Select to add one of the item type (+Page or +Assignment, etc.)
5. Give the item a **Name** that identifies either the video you are posting or the purpose for posting it (i.e. extra credit, ancillary research, look at my cute puppy, etc.).
6. From the toolbar of the content window, click the External Tool icon, and then click Arc, as identified in the figure below.



A dialog box appears with **My Uploads** showing.



7. Hover over the media you'd like to embed (or choose to record/add media).
8. Click Select.
9. Complete the selections in the figure below.

Arc



Standard Embed

Embed Options



Allow Comments

Select Another Video

Embed

10. Click **Embed**.
11. Complete any remaining fields in the content window of the item you are adding, and then click **Save** or **Save & Publish**, as appropriate.