Insert Video / Audio Notes
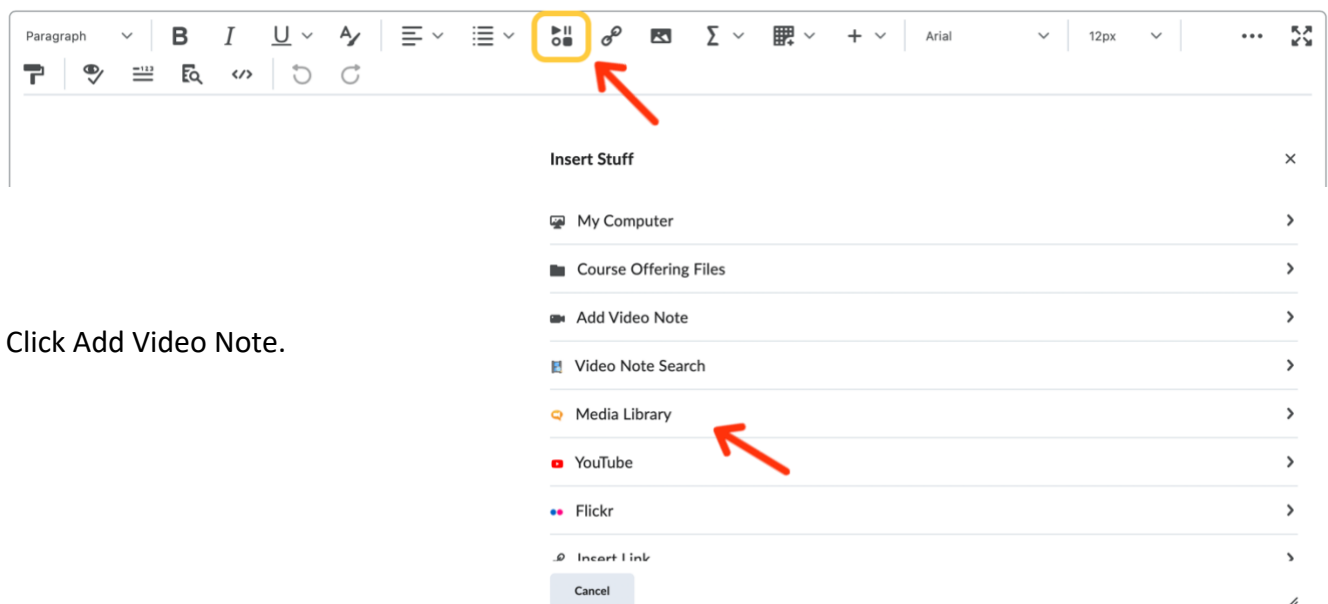
Instructors can use Video Notes in the following ways—essentially, anywhere the HTML editor is available:

- **Content**: Create more dynamic content for students or describe a Content module

- **Announcements**: Create and post a video or audio announcement

- **Assignments**: Provide instructions when creating a submission folder for Assignments and give feedback on students' submitted work in Assignments

- **Discussions**: Offer a description of a new topic or offer video or audio content in a thread

- **Quizzes**: Offer more detailed instructions for an entire quiz, create quiz questions that consist entirely of video/audio, or enhance and clarify individual quiz questions

- **Gradebook**: Give students feedback in the Gradebook

Students can use Video Notes in the following ways—again, wherever they have the HTML editor:

- **Assignments**: Add comments when submitting assignments

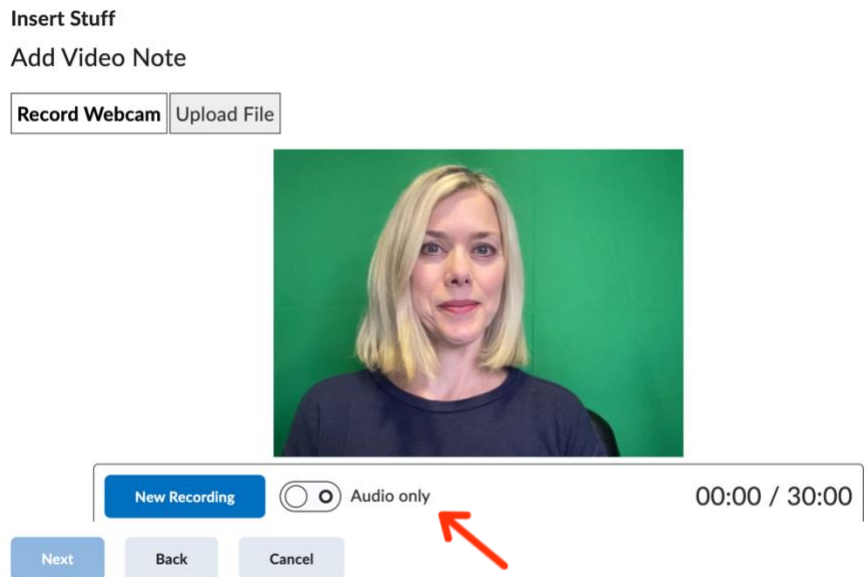- **Discussions**: When posting a new thread or replying on someone's thread

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1. In your desired location to insert any video note or audio note, on the HTML editor, click Insert Stuff.
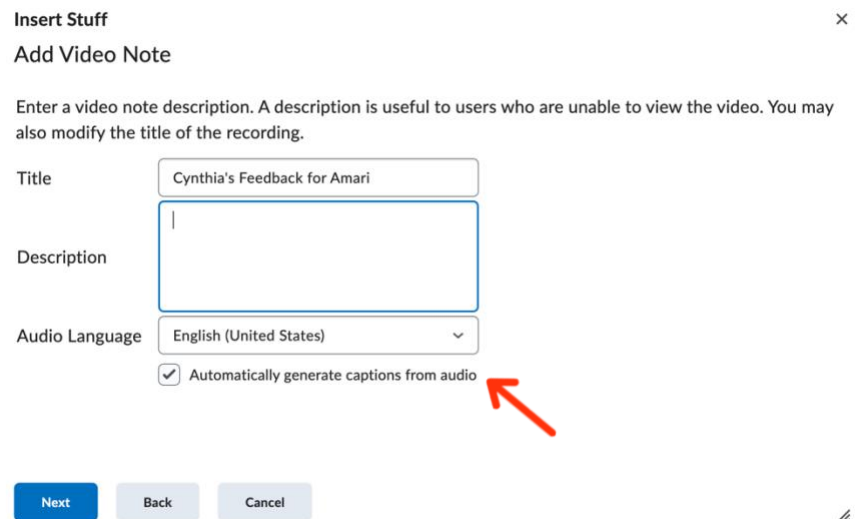

2. Click Add Video Note.

3. In the Add Video Note dialog box, you have the option of recording a Video Note or selecting Audio only.

   Audio only automatically turns off your camera so you will only be recording your voice.

   Insert Stuff
   Add Video Note

   Record Webcam | Upload File

   New Recording | Audio only | 00:00 / 30:00

   Next | Back | Cancel

4. Click New Recording. You'll notice that the video and audio options both give you up to 30 minutes of speaking time, but the general rule of thumb is to not exceed 6 minutes total per recording.

5. Click Stop Recording, then click Next.

6. Insert a title for your recording as well as a description (optional) and select the audio language.

7. Select the option to automatically generate captions from audio.

8. Click Next. Even if the file isn't fully uploaded, you can still insert it.

9. Click Insert.

Insert Stuff ×
Add Video Note

Enter a video note description. A description is useful to users who are unable to view the video. You may also modify the title of the recording.

Title: Cynthia's Feedback for Amari

Description: |

Audio Language: English (United States)

☑ Automatically generate captions from audio

Next | Back | Cancel