



MICROSOFT STREAM IN THE CLASSROOM

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WHAT IS MICROSOFT STREAM?

Stream by Microsoft

Unleash the power of video in your classroom to inform, inspire and connect with your students. Stream is a powerful way to deliver information to students and colleagues, in any context. Stream makes it easy to upload, edit, organize, and share videos in your classroom or across the entire district. Create your classroom's presence on Stream in just a few minutes and consolidate and organize all your videos in one easily searchable destination—it's hassle-free and always on. Increase collaboration, consumption, and participation by letting anyone in the school upload and share videos or keep your videos private for only your students. Industry-leading encryption provides peace of mind while customizable privacy settings ensure the right people are seeing your videos. Built for organizations of all sizes, Microsoft Stream is the tool to make instructional videos that will save you time and money while providing a valuable resource for your students.

WHAT CAN I DO WITH STREAM IN MY CLASSROOM?

With Stream you can:

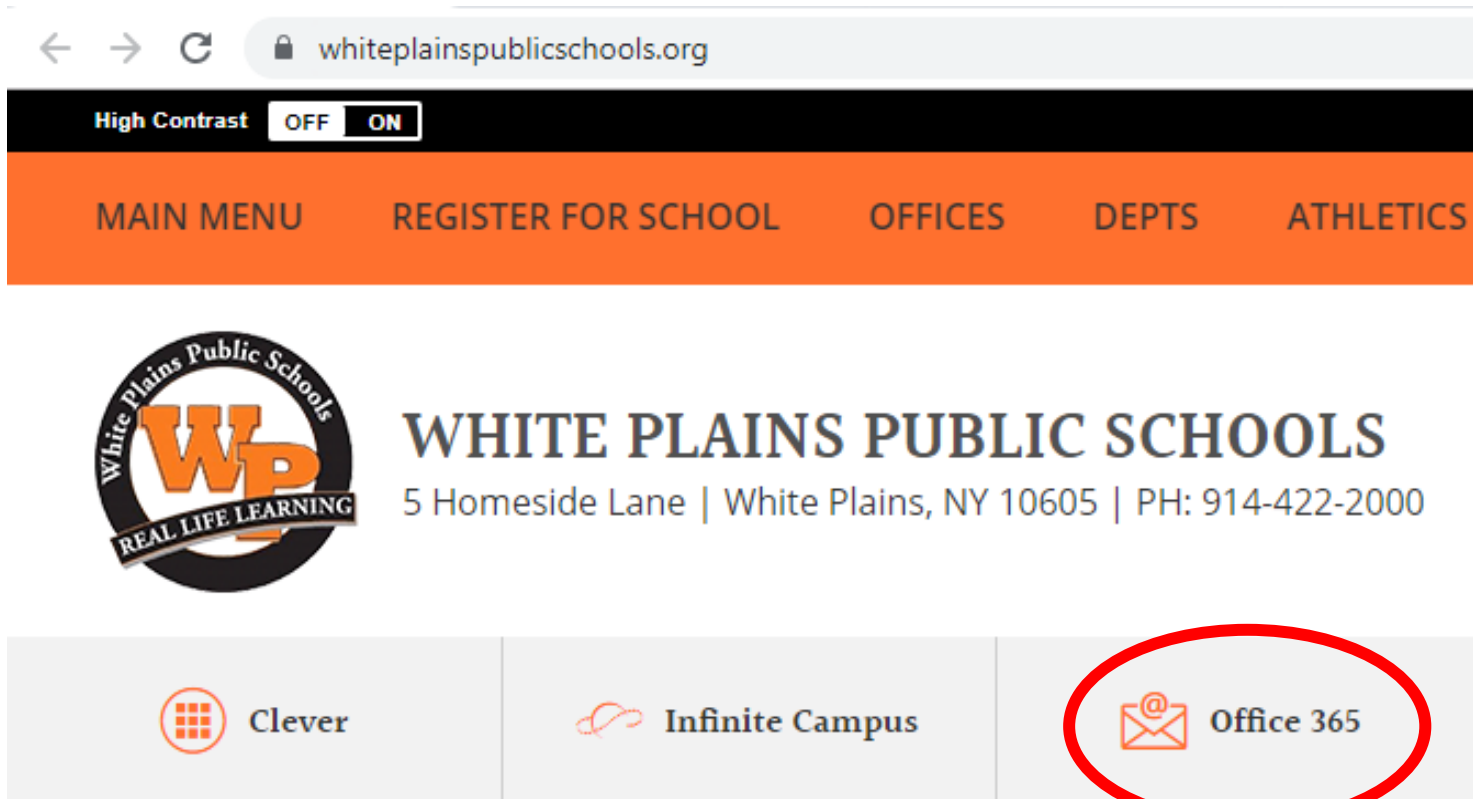
1. Record a single tab or your whole screen
2. Trim your screen recordings to remove unnecessary material
3. Share your videos with specific students or classes
4. Share your videos with the entire district (optional)

With Steam in the classroom you can:

1. Screen record a lesson
2. Screen record an introduction to a website
3. Screen record an introduction to a new application
4. Embed your recording into a OneNote Notebook
5. Add a link to your video in Schoology

HOW DO I GET TO THE STREAM APPLICATION?


1. Sign into Office 365






The screenshot shows the website for White Plains Public Schools. The browser address bar displays "whiteplainspublicschools.org". A navigation bar contains the following links: MAIN MENU, REGISTER FOR SCHOOL, OFFICES, DEPTS, and ATHLETICS. The school's logo, featuring "WP" and "REAL LIFE LEARNING", is on the left. The school name "WHITE PLAINS PUBLIC SCHOOLS" and contact information "5 Homeside Lane | White Plains, NY 10605 | PH: 914-422-2000" are in the center. At the bottom, there are three buttons: "Clever", "Infinite Campus", and "Office 365". The "Office 365" button is circled in red.

High Contrast OFF ON

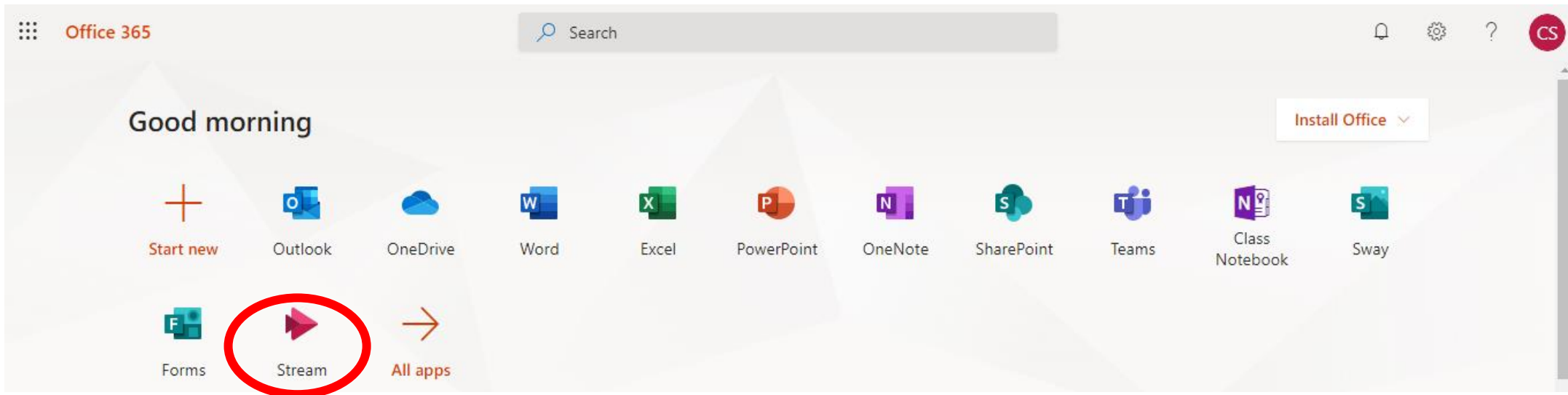
MAIN MENU REGISTER FOR SCHOOL OFFICES DEPTS ATHLETICS

 **WHITE PLAINS PUBLIC SCHOOLS**
5 Homeside Lane | White Plains, NY 10605 | PH: 914-422-2000

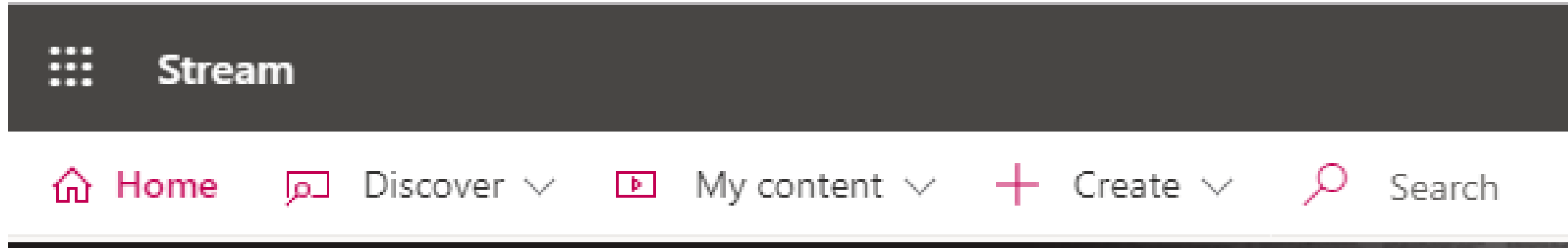
 Clever  Infinite Campus  Office 365

HOW DO I GET TO THE STREAM APPLICATION?

1. Click on Stream



THE STREAM MENU



Home – Displays trending videos in your organization

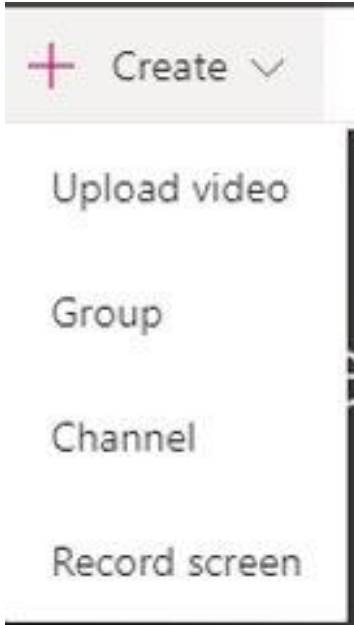
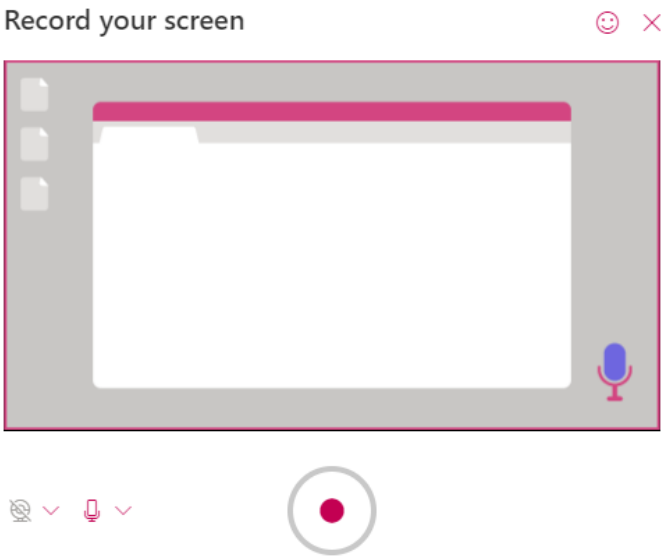
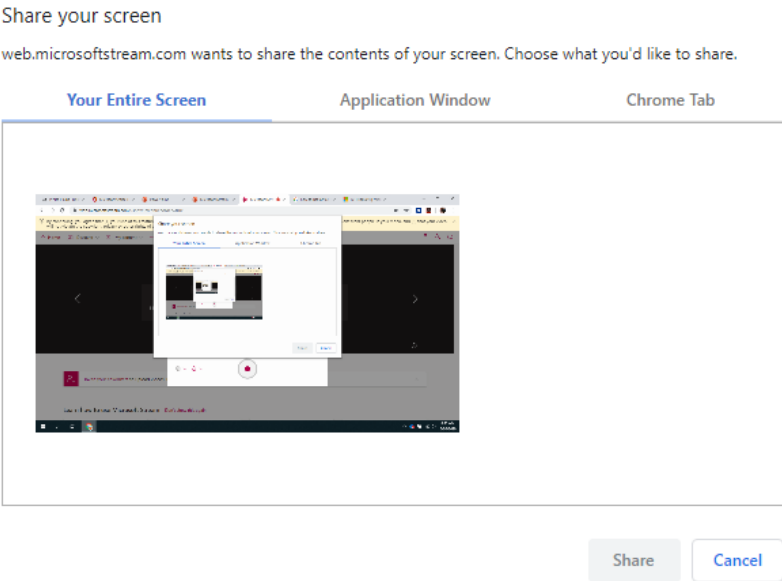
Discover – Lets you search the domain for shared videos within the district

My content – Displays your recordings in raw or edited form

+ Create – Is where you start the recording process

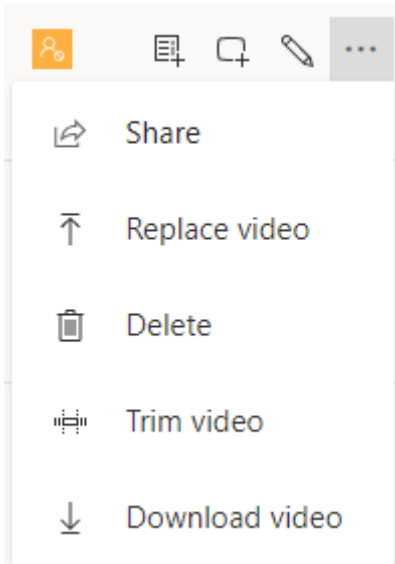
Search – Is to search for key phrases or topics of personal or district shared videos

TO START SCREEN RECORDING A LESSON

Click "+Create" then "Record screen"	Set your mic and cam recorder Click the red dot	Select the area you will record Entire screen / Application / Tab
 <p>A screenshot of a mobile application's '+ Create' menu. The menu is open, showing options: 'Upload video', 'Group', 'Channel', and 'Record screen'. The 'Record screen' option is highlighted with a dark background.</p>	 <p>A screenshot of the 'Record your screen' interface. At the top, it says 'Record your screen' with a smiley face and a close button. Below is a large white rectangle representing the screen to be recorded, with a red border. A microphone icon is visible in the bottom right corner of the rectangle. Below the rectangle, there are icons for camera, microphone, and a large red dot in a circle, which is the recording button.</p>	 <p>A screenshot of the 'Share your screen' dialog. It says 'Share your screen' and 'web.microsoftstream.com wants to share the contents of your screen. Choose what you'd like to share.' Below are three options: 'Your Entire Screen', 'Application Window', and 'Chrome Tab'. 'Your Entire Screen' is selected. Below the options is a preview of the screen content. At the bottom right, there are 'Share' and 'Cancel' buttons.</p> <p>Click on the screen, then click "Share"</p>

TRIMMING/EDITING A STREAM RECORDING

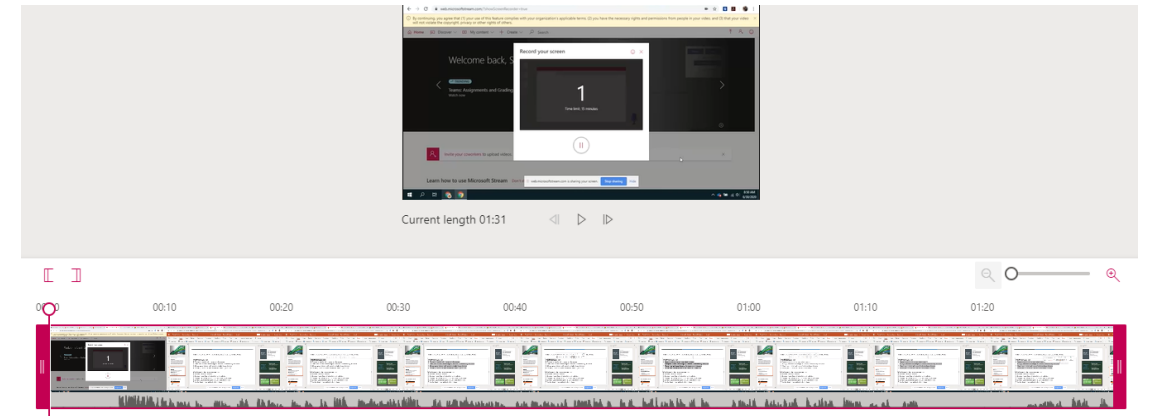
1. Go to "My content"
2. Click the ... for options
3. Click "Trim video"



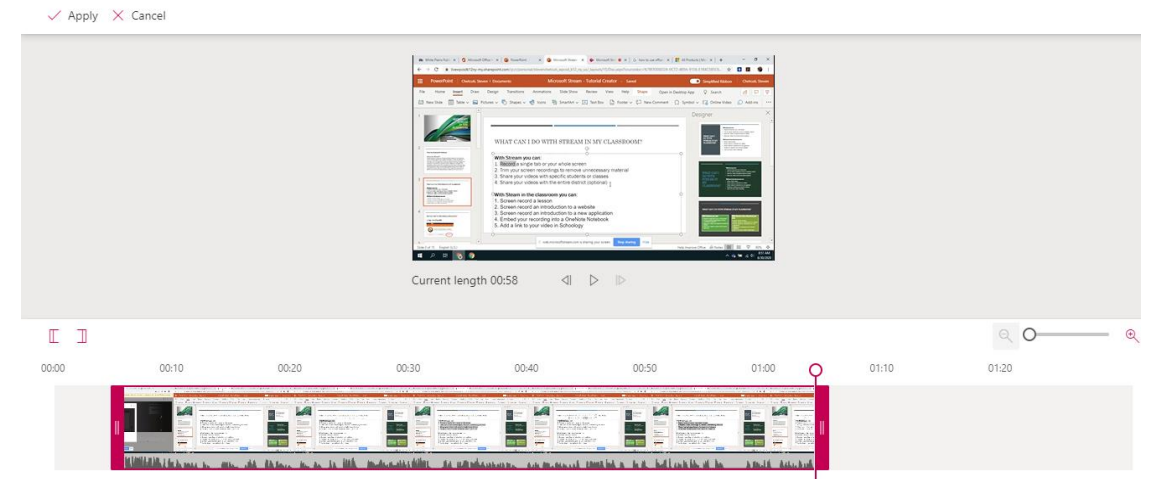
1. Click play to move the play bar
2. Stop the play bar where you want to trim the video
3. Move the Trim Bar to the play bar to trim off either end of the video



Example of Untrimmed video

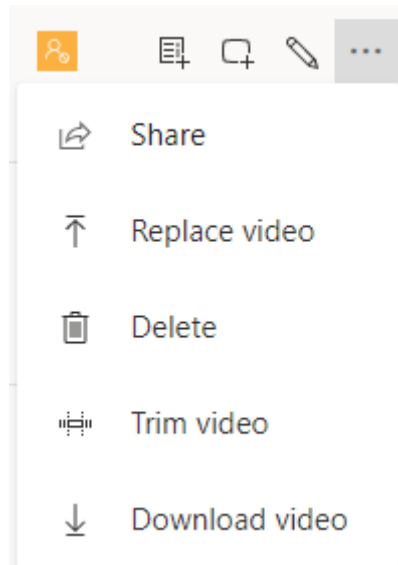


Example of Trimmed video – Click "Apply" when done

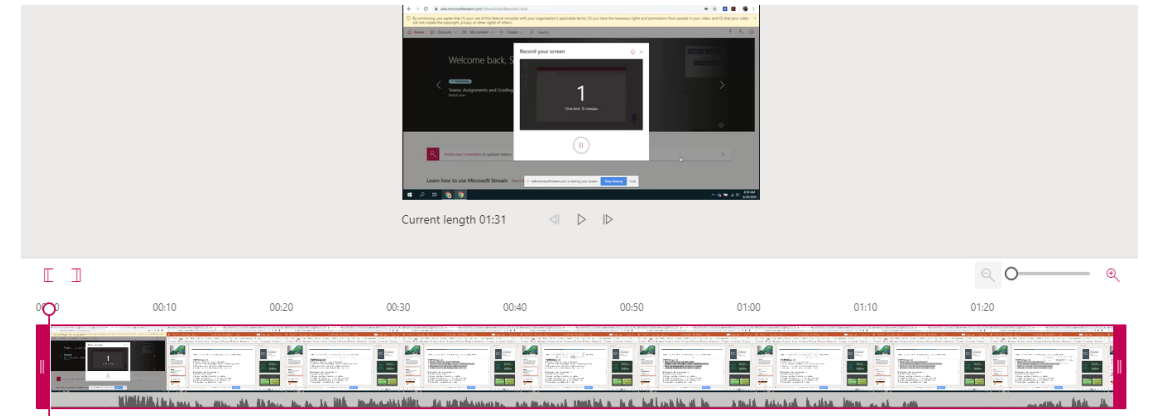


TRIMMING/EDITING A STREAM RECORDING

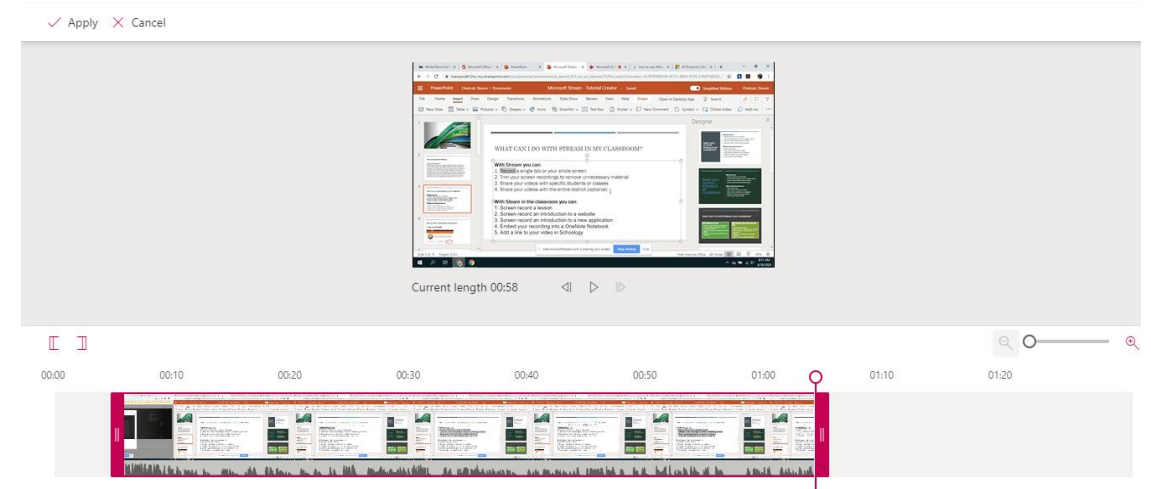
1. Go to "My content"
 2. Click the ... for options
 3. Click "Trim video"
1. Click play to move the play bar
 2. Stop the play bar where you want to trim the video
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Untrimmed video

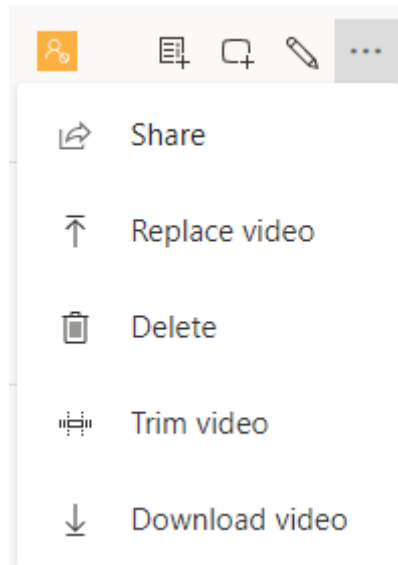


Trimmed video – Click "Apply" when done



TRIMMING/EDITING A STREAM RECORDING

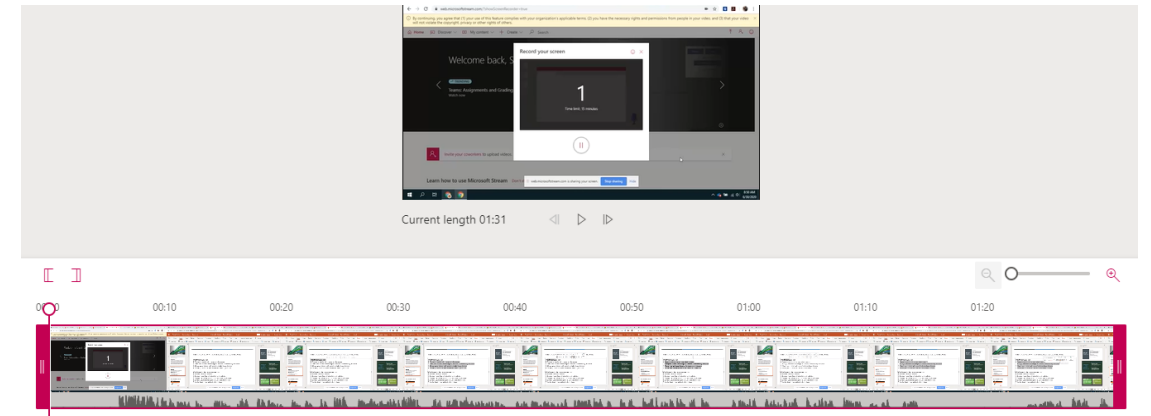
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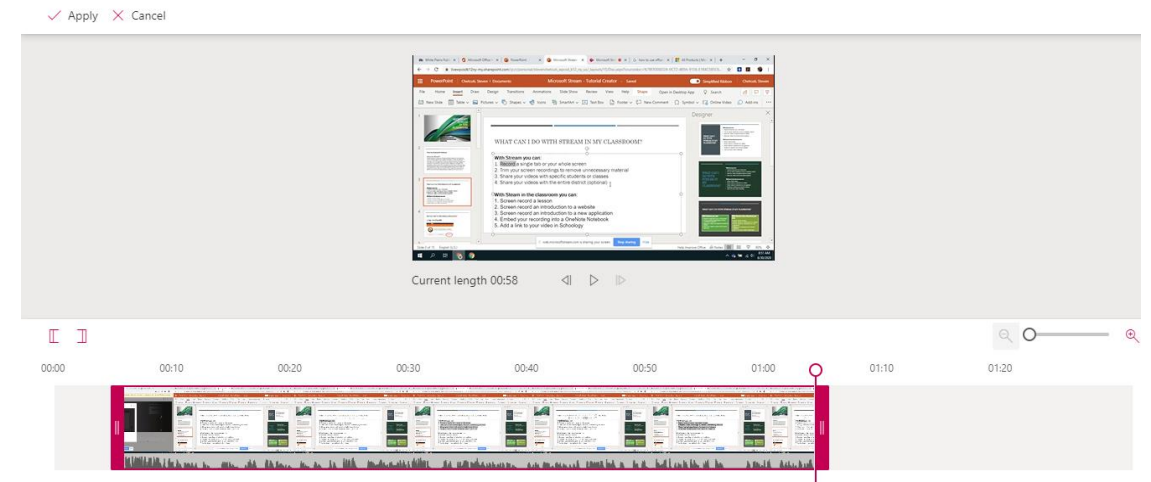
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Untrimmed video

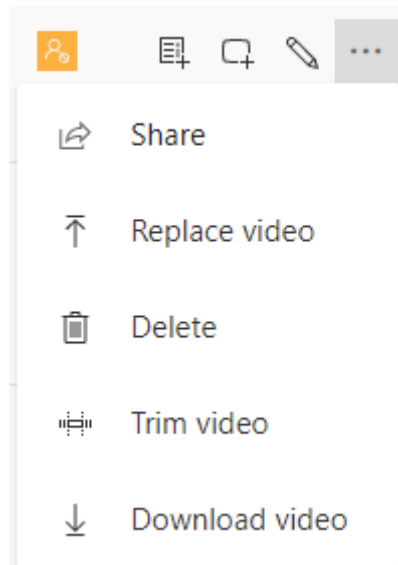


Trimmed video – Click "Apply" when done

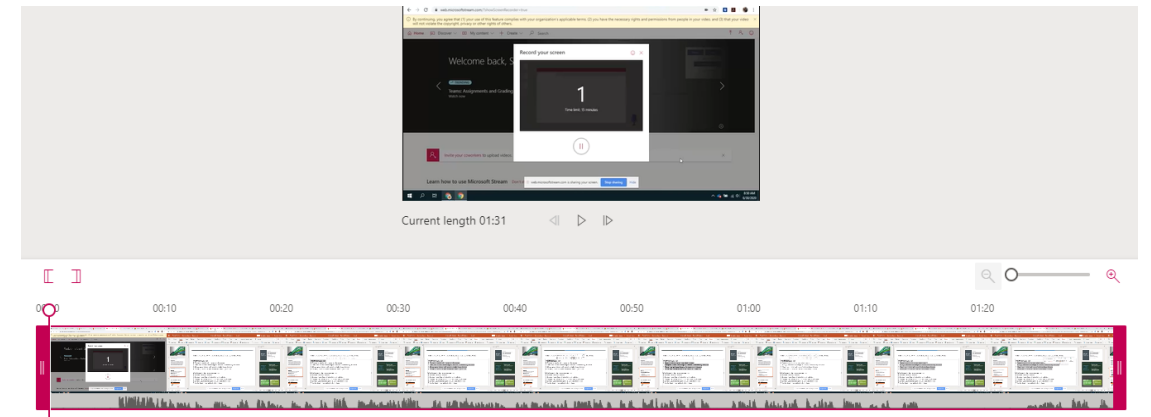


TRIMMING/EDITING A STREAM RECORDING

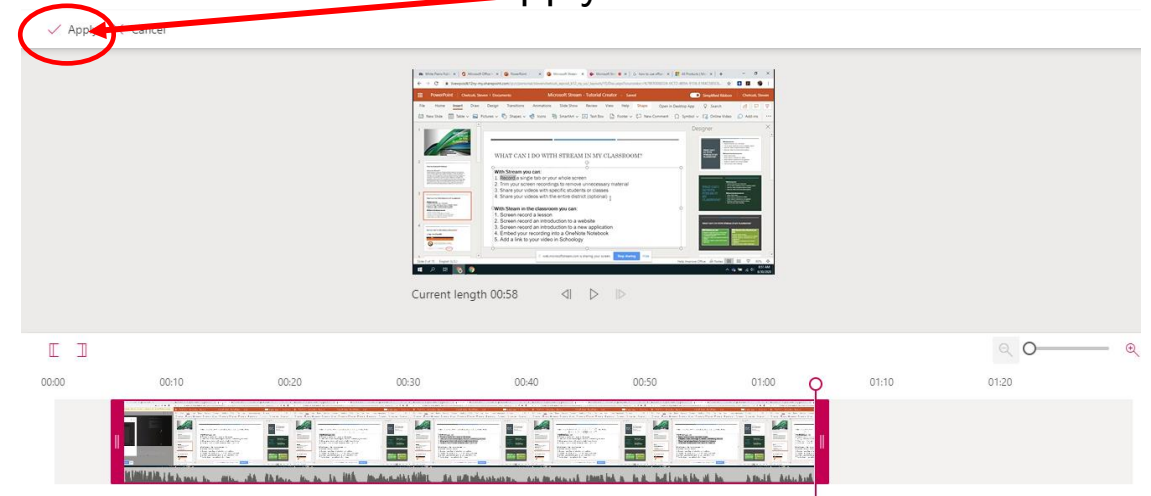
1. Go to "My content"
 2. Click the ... for options
 3. Click "Trim video"
1. Click play to move the play bar
 2. Stop the play bar where you want to trim the video
 3. Move the Trim Bar to the play bar to trim off either end of the video



Untrimmed video



Trimmed video - Click "Apply" when done



INSERTING A LESSON INTO POWERPOINT

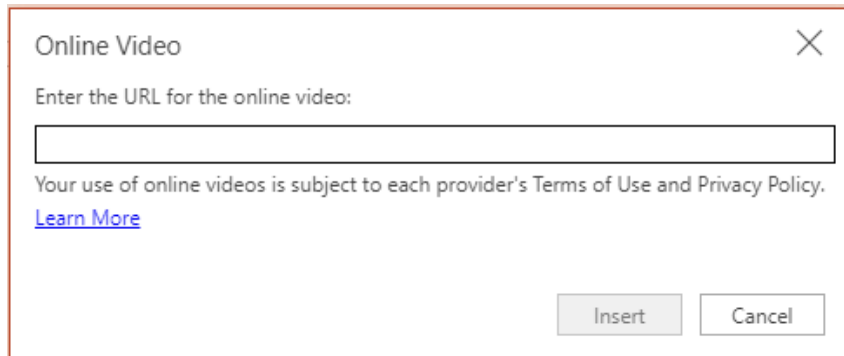
1. Click the insert tab



2. Click the "Online Video" button



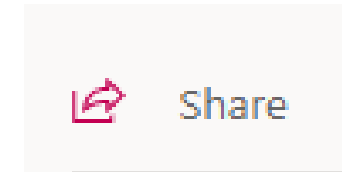
3. When this window appears, get the video link in Stream



4. Click to select a video

5. Click "Share" below the video

6. Click the red "Copy" button



Share Email Embed

This video will only be viewable by authorized users

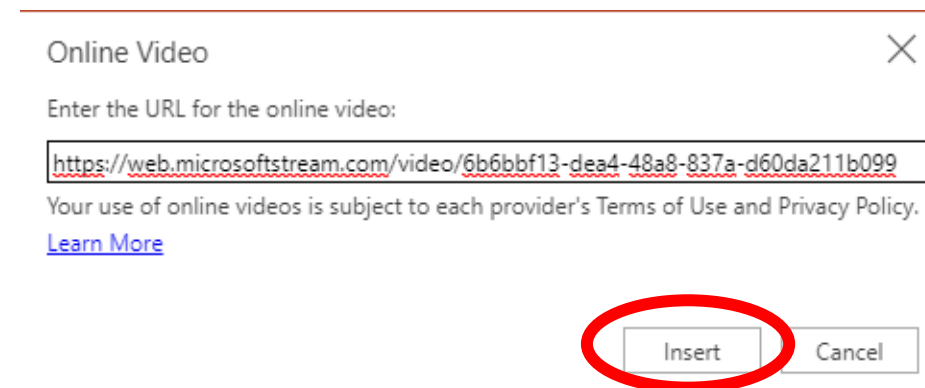
Start at: 00:10

Direct link to video

Copy

7. Paste (Control+V) to insert the URL

8. Click "Insert"



HERE IS YOUR INSERTED VIDEO!



ADDING A STREAM RECORDING TO A ONENOTE PAGE

1. Collect the URL of the Stream video like in Slide 13
2. Open the OneNote notebook to the correct section and page
3. Paste (Control+V) the URL into the OneNote page and hit "Enter"
4. The Video will be embedded into that page



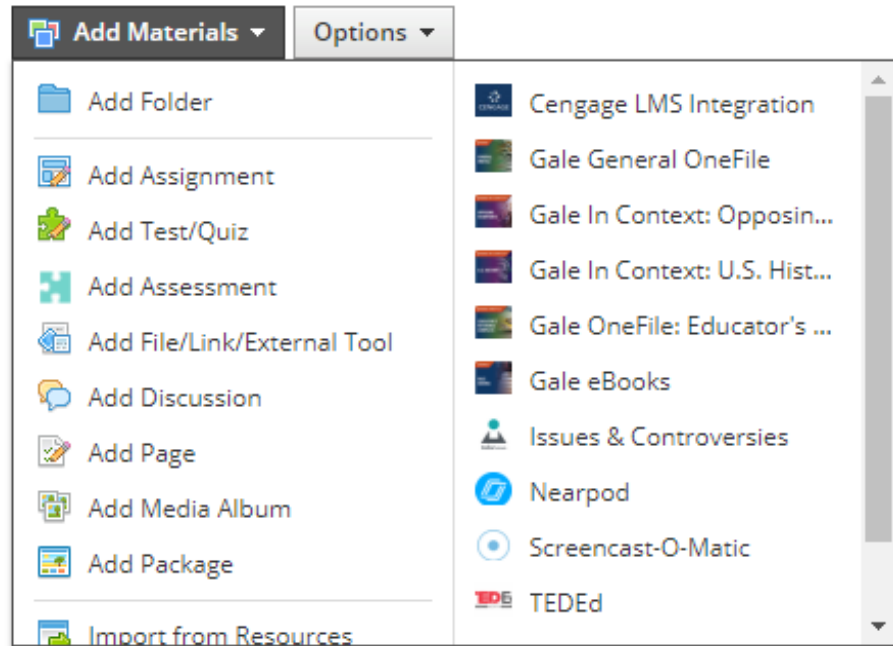
ADDING A STREAM LINK TO A SCHOOLOGY ASSIGNMENT

1. Open a course in Schoology

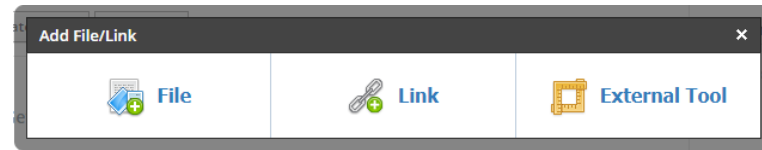


Office 365 Power User: Section 1 

Rochambeau Alternative High School

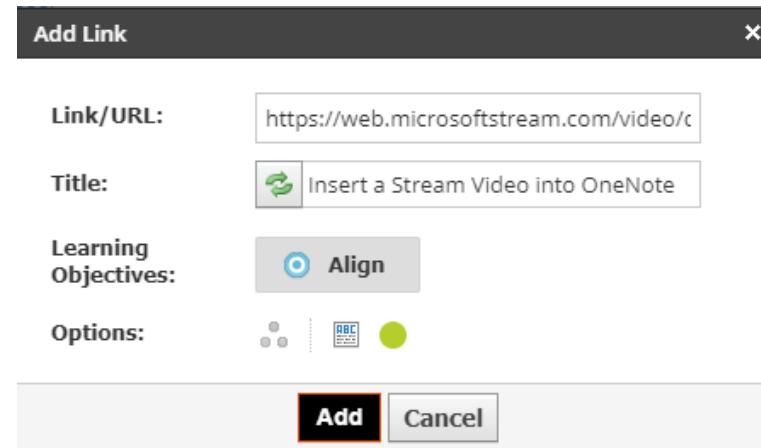


2. Click "Link"



3. Paste URL, Add Title

4. Click "Add"





QUESTIONS...

CONTACT ME:

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(914)517-0806

