

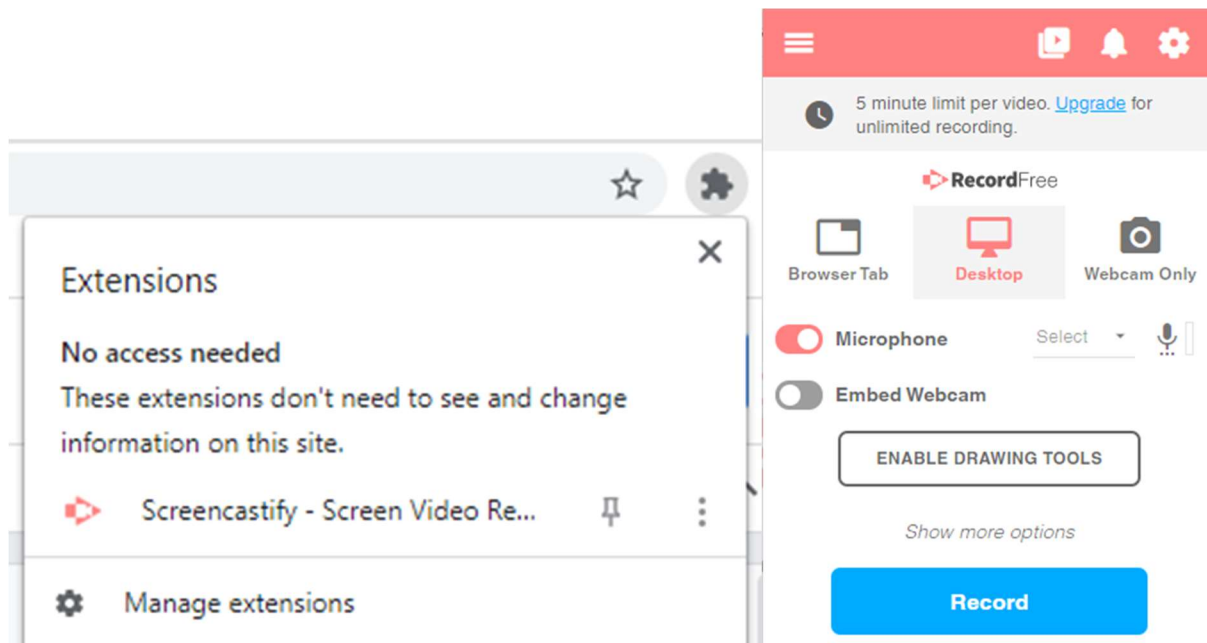
Tutorial: Screencastify

Overview:

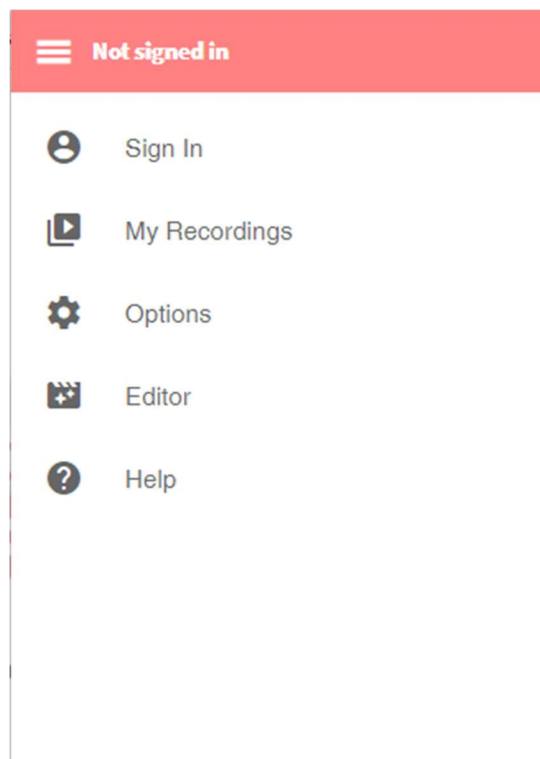
Screencastify is a google chrome extension to record, edit, and share screen recorded videos. The extension is seamlessly integrated with google services to quickly allow you to save your videos to google drive. Screencastify as a free service allows you to record, edit, and share videos which are less than five minutes long. The paid version allows for unlimited length of videos and unlimited number of shares.

Installation:

1. Go to <https://www.screencastify.com/> in your google chrome browser, and click the “Add to chrome” button to install the extension. The link will take you to the screencastify google chrome store page. Click the “add to chrome” button on this page as well. Once you’ve downloaded the google chrome extension, it will automatically install itself into your browser.
2. Once screencastify is installed, connect Screencastify to your Google Drive account. By doing this, once you record a video, it will automatically be uploaded to your google drive for easy distribution. Click on the puzzle-piece icon to the left of your address bar to access your google chrome extensions, specifically screencastify.



3. Click on the three-bar icon on the top left of the menu and choose the first option to sign in with your google account.



4. Once you have signed in with your google account, click on your screencastify extension icon again and activate your microphone and webcam. Click on the switch to the left of

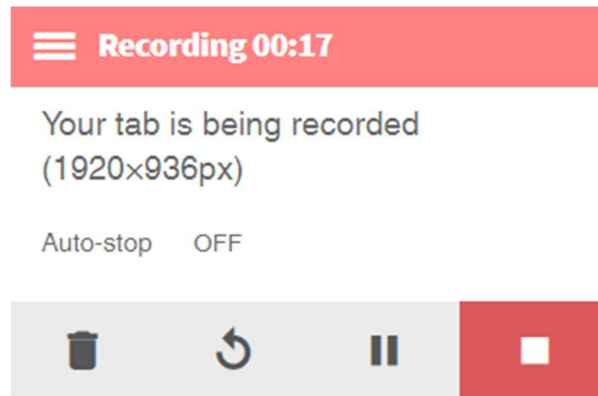
the microphone and webcam list items, and to the right of the list item choose which microphone and webcam you would like to use. Typically, you would choose the microphone and webcam built into your laptop. To better access and start your recordings, click on the google chrome extension tab, and in your list of extensions, click on the pin icon to pin the icon to your address bar.

How to Record:

1. In the main extension menu, you will see three options. Browser tab, which records a specific tab in your google chrome browser; Desktop, which records your entire computer desktop for viewing; And webcam only, which just films you via your webcam and does not film your computer screen.
2. When recording a video with any option, you will have the ability to annotate your screen while recording. You can pause your recording, select, and interact with your browser tab, use a pencil to draw over your browser tab and annotate, and erase your annotations. You can also clear your entire screen and toggle your webcam, allowing you to turn your webcam on and off during the recording of your video.

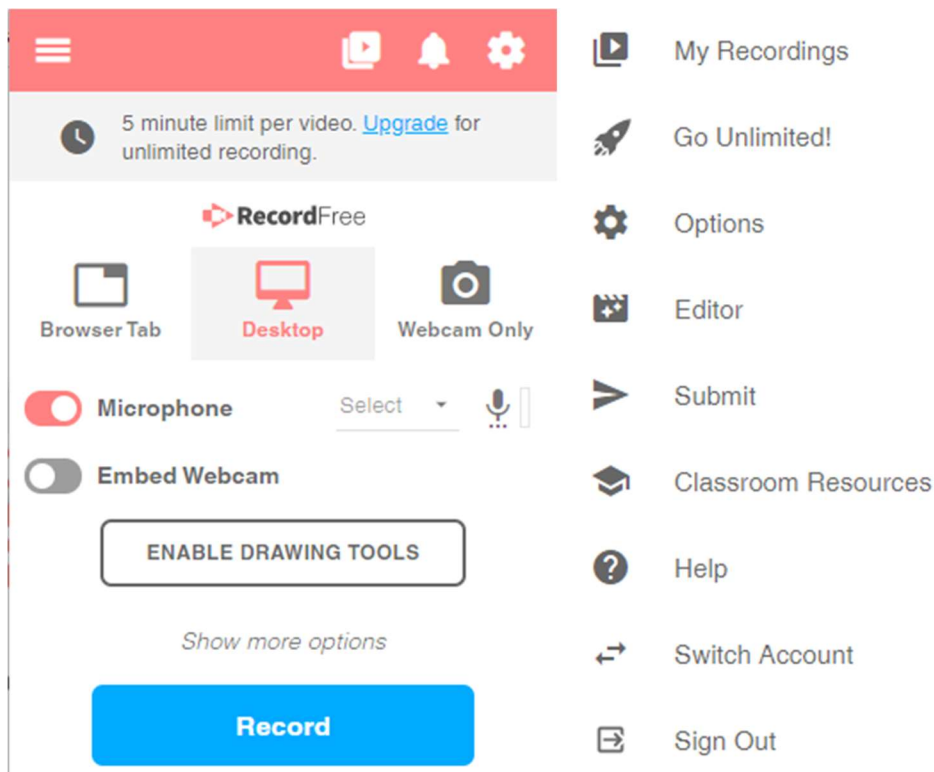


3. While you are recording your video, click on the extension icon again. Here you can pause your recording, restart your recording, or stop and save your recording to your google drive once you are finished.



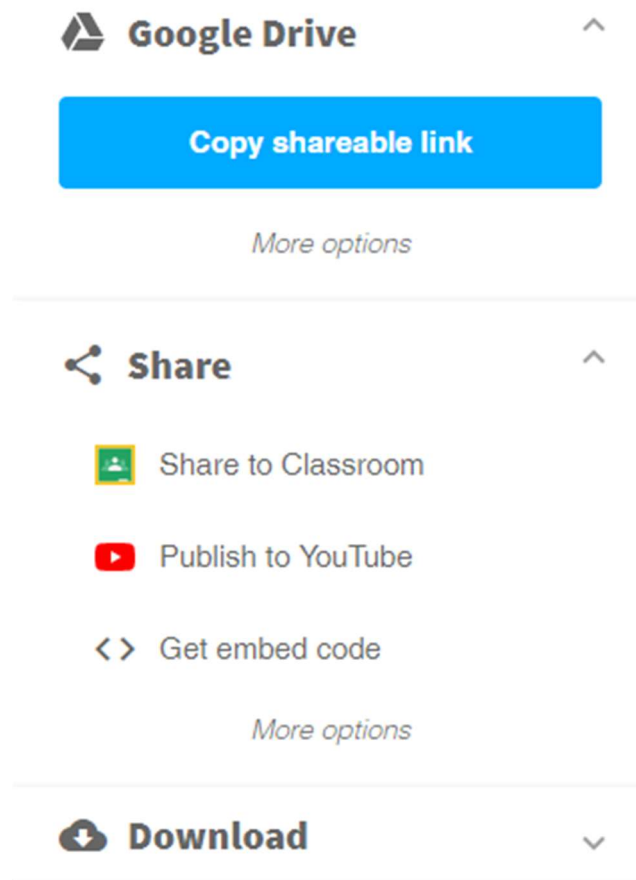
Editing your Recordings:

1. To access your recording, click on the Screencastify extension and click on the three-bar menu. The first option available will be your Recordings tab.

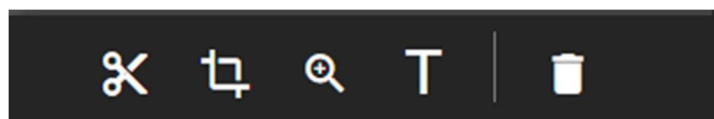


2. Once you have recorded a video, you can select the video in your recordings tab to view the video. Within the recordings tab, you can cut your video, choose a method of sharing your video, or directly open the editor. Click on the open editor button to view more

editing options or click on one of the link sharing menu options to the right of the page to share your video.



3. In the video editor, you can choose to cut your video, crop the footage of your video into a specific shape, zoom in on a specific section of your screen for a portion of your clip, or add a textbox to your clip for a specific amount of time. Once you've finished editing your video, you can export your recorded video to either an MP4 video file or save it directly to your google drive.



Further information:

To find more information about how to use Screencastify, click on the Screencastify extension, go to your three-bar menu, scroll down the list, and choose the “Help” option.