Getting started with WeVideo for Schools

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Are you an Account Administrator? Start with our **Admin Quick Start Guide**.

Helpful equipment

The basics:

- Something to capture video
- A device for video editing
- System requirements

Nice-to-haves:

- Headphones
- Tripod
- Audio recording station
  Closet, secluded corner, cardboard box with egg crate soundproofing
- Green screen
  Pro tip: Add green paper or fabric to your Promethean board and voila! Green screen.
- Graphic organizers (for storyboarding)

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Understanding your account type

If you have a **teacher trial**…	You have 30 days to try out all the features of a WeVideo for Schools account, including adding members (other teachers and students) to your account.
If you purchased a **classroom account**…	You will need to add students to your account. We recommend adding them with a CSV file. When you choose that option, you will see a template CSV file that you can download.
If you are on a **free account** or **paid individual account** (non-education)…	You have access to some or all editing features (depending on your plan type); however, these accounts do not have everything included in a WeVideo for Schools account.
If your school/district just purchased WeVideo…	The administrator of your account will have set up yours and your students' accounts through one of the following methods: Google or O365 sync, CSV file, LMS, or by sending you a link.

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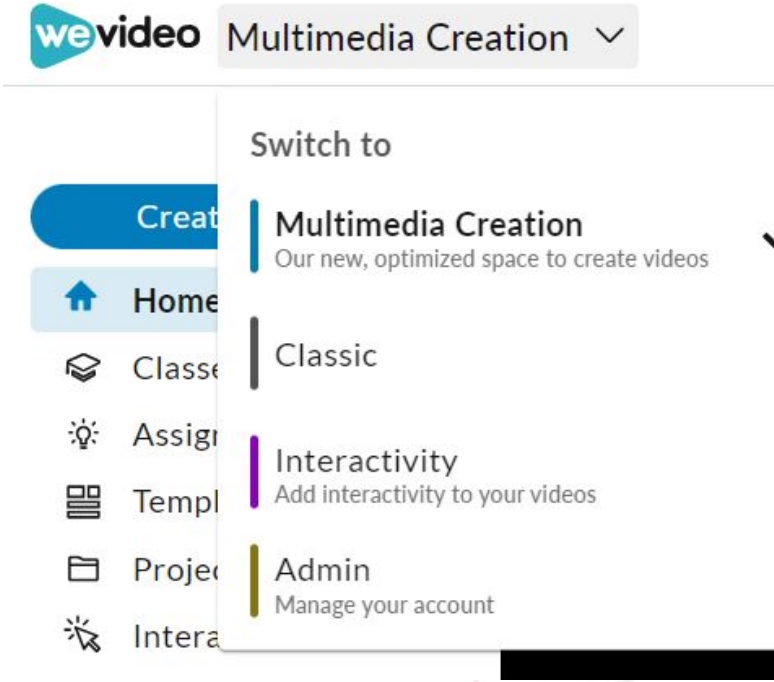
Introducing: WeVideo Multimedia Creation

When we first introduced our collaboration-heavy “Classroom” experience, we left the option to toggle between this and our former “Classic” experience. Now, with WeVideo Multimedia Creation, all of the WeVideo features that educators love are available in a single, streamlined space.

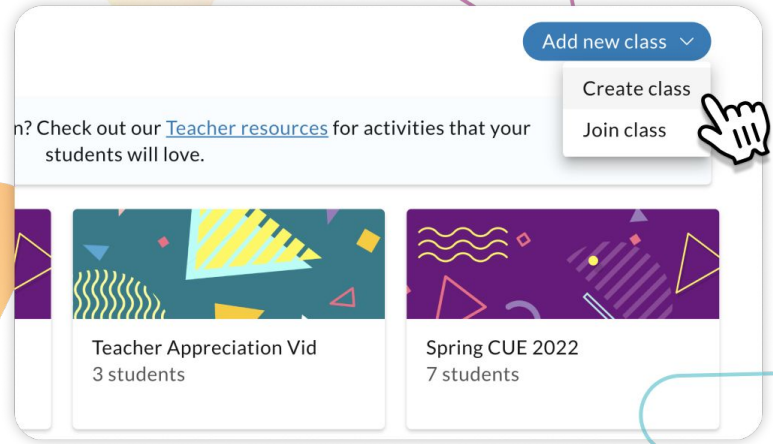
As a new WeVideo educator, you are automatically dropped into the Multimedia Creation experience. If you already have projects in the Classic environment, you can also transfer the projects to Next-Gen by following the steps here.

Everything that follows will show you how to make the most of this streamlined user experience.



For more context on the changes, read our **Multimedia Creation blog article**.

Creating classes

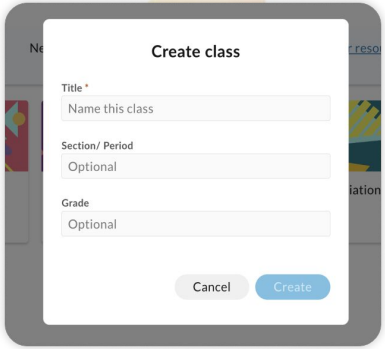


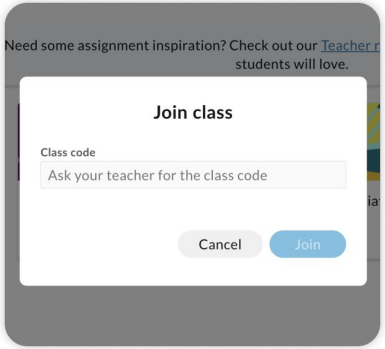
WATCH:

1. Log in to WeVideo and click on the **Multimedia Creation** space.
2. Select **Classes** from the sidebar, and click **Create Class**.

You've created your classes - now what? Here are **10 ways to make the most of video learning**.

Adding students





Depending on your **Admin** settings, you can either:

- Add students by invite code only
- Add students by invite code or link, as well as import Google Classroom rosters

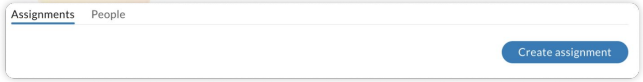
Note: In order to use an invite code, students must already be added to your organization. Contact your account administrator for troubleshooting.

WATCH:

In addition to students, you can [invite co-teachers to help manage your class(es)](#).

Creating assignments

1



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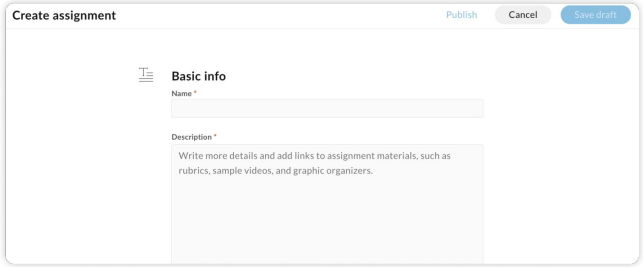

1. Use the **Assignments** tab to create and assign projects to your students.
2. Add rich text to assignment descriptions, supplemental hyperlinks, and pre-select media as starting blocks for students to use (if desired).

WATCH:

Assignments left in *DRAFT* will only be visible to you. *Assigned* assignments are made available to all students in a designated class, including those who join after the publishing date.

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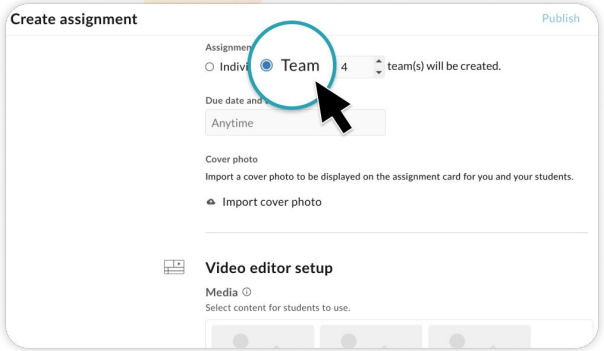
Team assignments



When creating assignments, you can choose to have students work individually or as a team.

- Use the **Progress** tab to review students' work mid-assignment
- Use the **Teams** tab to move students to new teams

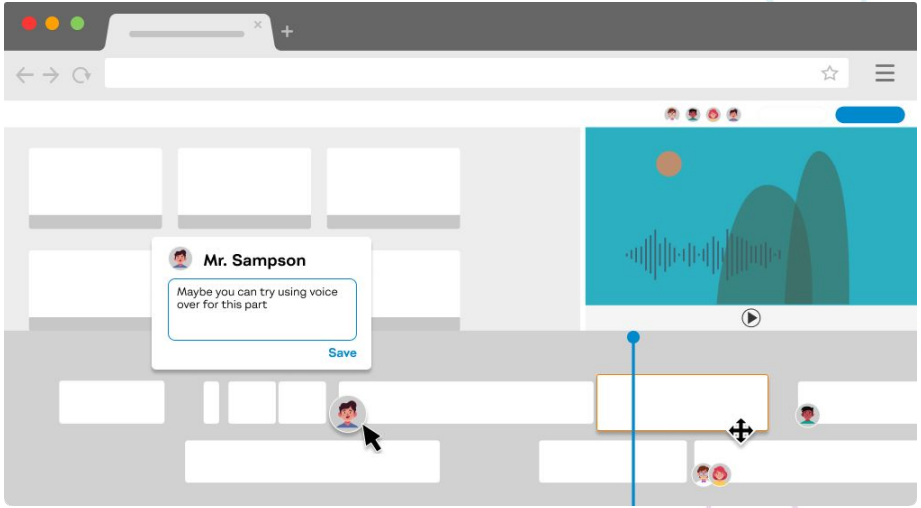
WATCH:

You can [check students' progress] throughout the duration of a video project.

Real-time collaboration

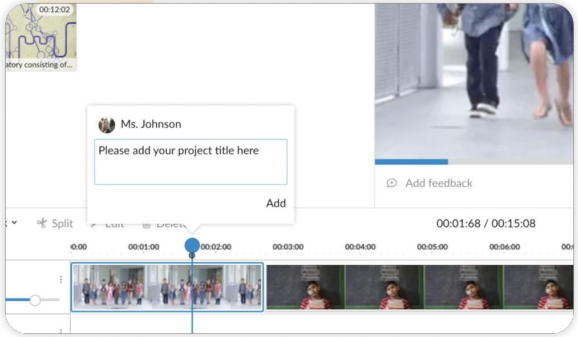
Real-time collaboration enables students and teachers to edit videos together in real-time, regardless of location. This is particularly useful for:

- Team assignments, where changes are immediately reflected to all members of a team
- Reviewing and commenting on student work
- Collaborating **with a co-teacher**



Real-time collaboration is the dream come true for hybrid learning environments. Check out these **tips for engaging students in online learning**, no matter where they are!

Commenting on student work

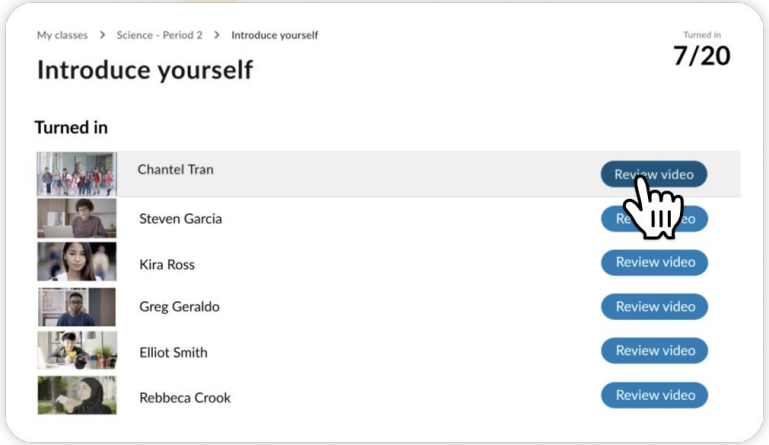


1. Open up a student's assignment and click on the **comment bubble** icon at the timestamp where you'd like to comment.
2. Type your feedback. You can also edit and delete comments, if needed.

WATCH:

Check out [this video] to learn more about how students can view teacher feedback.

Reviewing student work



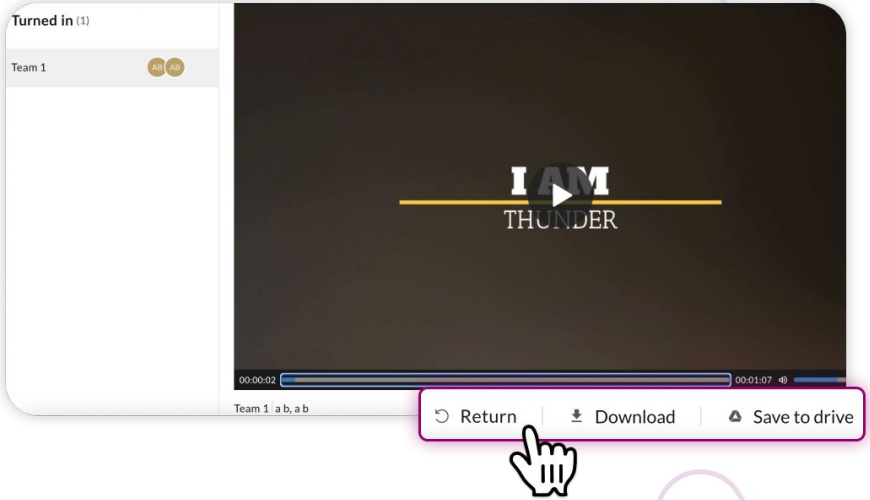
1. Click into an assignment and select the **Review** button to see in-progress and submitted assignments.

WATCH:

Our [teacher resource library] is full of engaging video projects to try with your students.

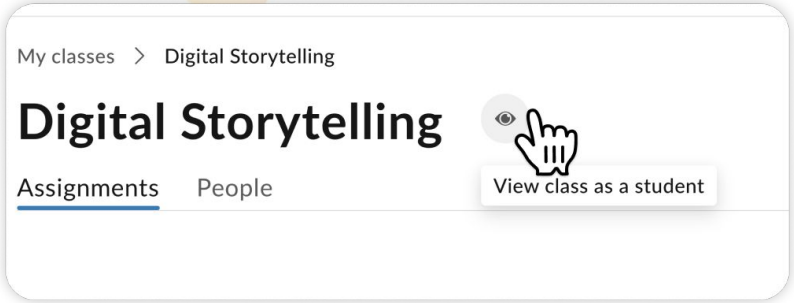
Returning student work

1. Click **Return** on a turned in assignment to deliver it back to a student for further work.
2. Click **Download** to export student work (video or audio file).
3. Click **Save to drive** to add student work to a personal or shared Google drive.



If you don't see **Download** or **Save to drive,** it means your account administrator has turned off this functionality. Contact them for more information.

Viewing a Class as a student



When viewing a Class, you can click the **eye** icon to view as a student. This is ideal for:

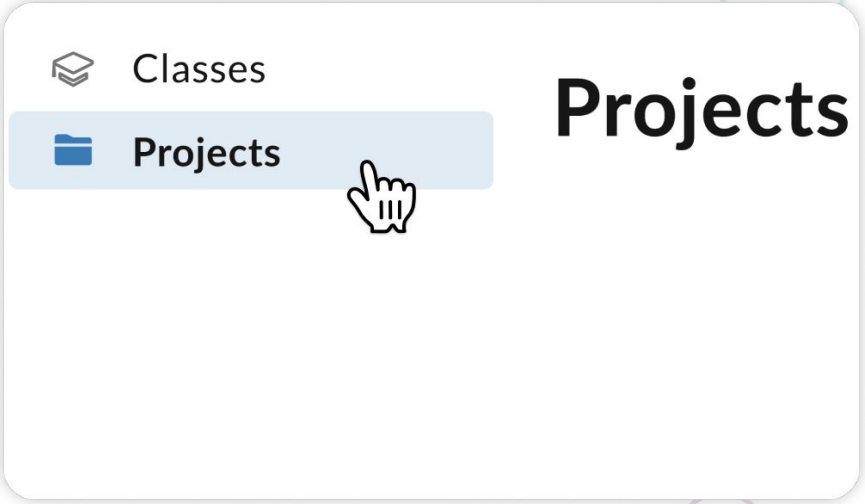
- Noting how an assignment page looks for students
- Jumping into an assignment and testing out the editor (any changes you make will *not* be saved)

WATCH:

Don’t worry - we got your students covered too! They can start with **this video** and work through a small collection of how-tos, perfect for first-time WeVideo users.

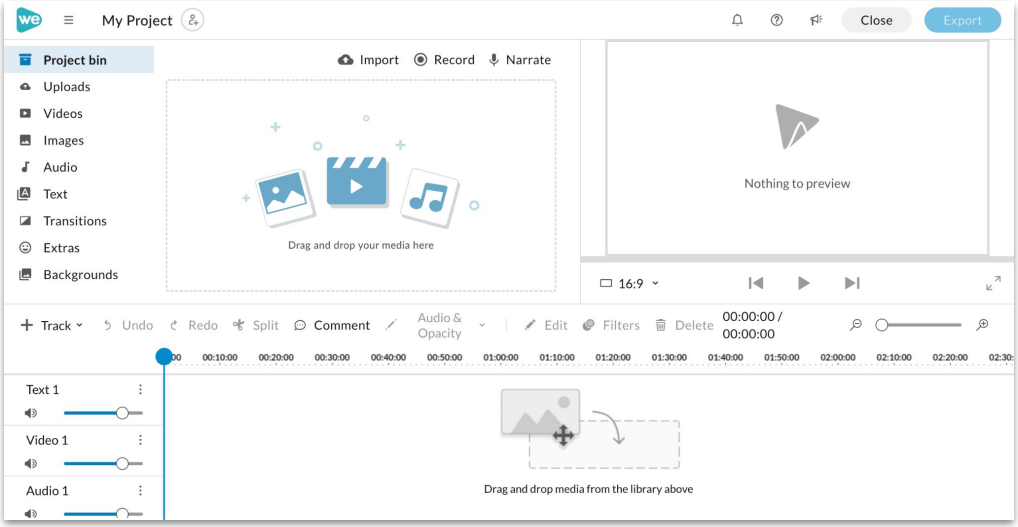
The Projects tab

Teachers *and* students can use the **Projects** tab to work on videos and podcasts that are not tied to an assignment. To start, just click **Create project**, and the editor will open.



Like assignments, your individual projects allow for real-time collaboration. Select the **Invite collaborators** button on the top toolbar to **add other account members** (*perfect* for educator collaboration!).

Editing a project



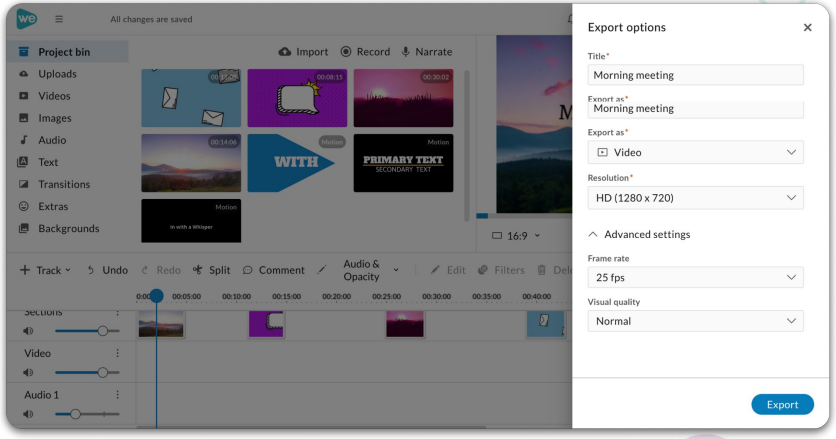
In the editor, you'll have access to a full suite of editing tools, plus advanced features like custom text layouts and font styles, multi-track video to overlay text or picture-in-picture, track volume controls, multi-select, and more.

You can **toggle between light/dark mode** while editing.

Finishing projects

When you are finished with an edit, publish your video to a destination of your choice. Finishing your video will also create a shareable link. To finish:

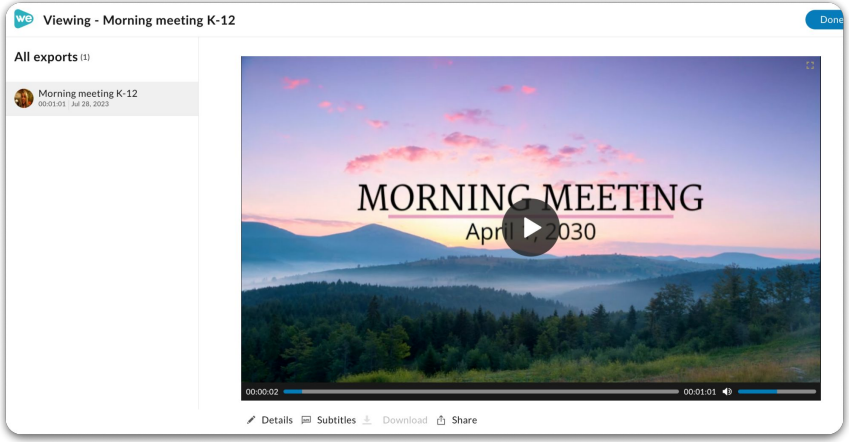
- Give your video a title
- Choose a video thumbnail
- Select the quality of the video
- (Optional) Select a destination for the file (ie. Google Drive, YouTube, Dropbox)
- Click the blue **Finish** button



Admin-level accounts can control permission settings for finished student videos (check out our privacy policy **here**). Videos autosave in our cloud storage if students ever need to re-edit a project.

Viewing and sharing projects

Once your video is finished, you'll receive a shareable link. You can also add the video to Google Classroom, change its name, description, thumbnail, and/or privacy settings, download the video, or receive an embed code.



Share methods integrated with WeVideo:

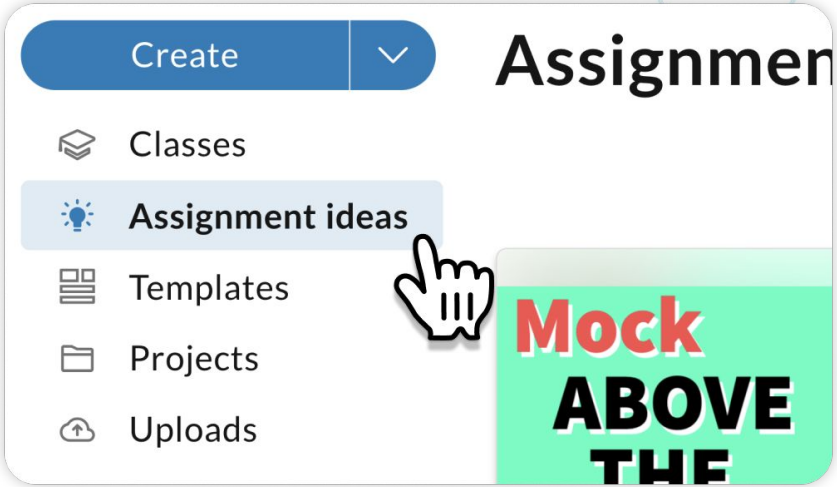
- Google Classroom
- Schoology or Canvas
- YouTube (export to YouTube and create a project playlist for your class)

External sharing methods that many educators also use: Flipgrid, Seesaw, Padlet, Book Creator, and various Google apps.

Using the Assignment Ideas Library

The Assignment Ideas Library is your ticket to standards-aligned, ready-to-go projects that you can assign to students in just a few clicks.

1. Click **Assignment ideas** on the left tab column.
2. Click **Save to class as draft** in the top right corner of the assignment and select your class.
3. Navigate to your class and click **Edit assignment** to customize the project however you want.
4. When you're all set, click **Publish** to assign the project to your students!



All projects in the Assignment Ideas Library are aligned to ISTE standards. Check out our eBook, ***100+ Ways to Meet ISTE Standards with WeVideo***, for TONS of multimedia project inspo!

Adding interactivity to your videos

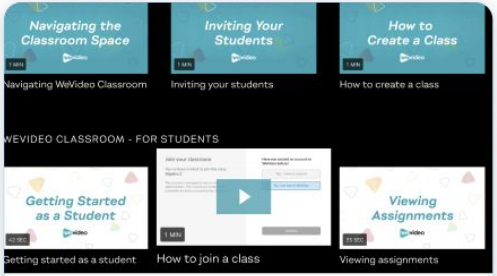
With WeVideo's new interactivity tools, educators can add interactive elements to *any* video, whether it's been created in WeVideo or not!

1. Log into WeVideo and toggle to the **Interactivity** space.
2. Click **Add a new Bulb** and import any WeVideo project. (Or grab any video on the internet!)
3. Insert questions, pauses, and other interactive elements anywhere on the video timeline.
4. Publish your interactive video, then assign it to a class or share it via link.
5. View the learner analytics from your Interactivity dashboard at any time.

WATCH:

Note: WeVideo interactivity is available at an additional cost to our multimedia creation tools. If you don't see interactivity in your account, your account admin must **contact us first**.

Helpful resources



WeVideo Academy

Watch helpful how-to videos for all things WeVideo.

Explore Academy

Weekly webinars

Hear from other educators and thought leaders on how they use multimedia in the classroom.

Watch a webinar

What's new in WeVideo for Schools

Stay updated on new feature releases and improvements in the Classroom space.

See what's new

👋 Need a hand?

Send us a note to **support@wevideo.com**!

Your feedback helps us continue to evolve a product that millions of teachers and students use. You can provide feedback by clicking on the **megaphone** icon in the top toolbar of the Classic and Classroom spaces.