

### Submitting A Video Recording from a Mobile Device (easiest way):

Step 1: Sign-in to your google classroom app on a smart phone/mobile device

Step 2: Click on your band class

Step 3: Click on the assignment that is due

Step 4: Click add attachment

Step 5: Click use camera

Step 6: Use camera to video record your playing test

Step 7: Click use video

Step 8: Click turn in

\*Make sure to record yourself where Mrs. Cobb can see your embouchure and hands!

### Submitting A Video Recording from a Computer:

Step 1: Go to google in chrome browser and search for the following: add on screencastify (you must search in google chrome for this to work!)

Step 2: Click on screencastify screen video recorder (it should be the first link in the google search)

Step 3: Click the blue add to chrome button

Step 4: Click add extension

Step 5: In the top right hand corner of the open window, you will see a film strip icon, click on it

Step 6: Click on set up camera access

Step 7: Allow access

Step 8: Choose store recordings to google drive

Step 9: It will ask you to sign-in to google, use your CMCSS account information

Step 10: Click allow

Step 11: Click student

Step 12: Answer questions as prompted

Step 13: Click on the film strip icon again

Step 14: Click the box for microphone built-in

Step 15: Click the box to embed webcam

Step 16: Click “cam” on top right hand side

Step 17: Click record webcam and screencastify will begin recording you

Step 18: Log into google classroom and open the assignment

Step 19: Click the add button and then google drive

Step 20: Look “My Drive” and locate the screencastify folder

Step 21: Click on your video and click the blue add button

Step 22: Click the blue “turn in” button

\*Once you have added on screen castify, you will just need to begin with step 13. You will NOT have to repeat steps 1 – 12 after you have added this on!