

## About

Ensemble is the chosen platform for video and live stream capture in the Eau Claire Area School District. It integrates with our current learning management system, Canvas. We ask staff to leverage this tool for virtual instruction.

These instructions will cover logging in, uploading pre-recorded videos, capturing and uploading videos, and live-streaming videos.

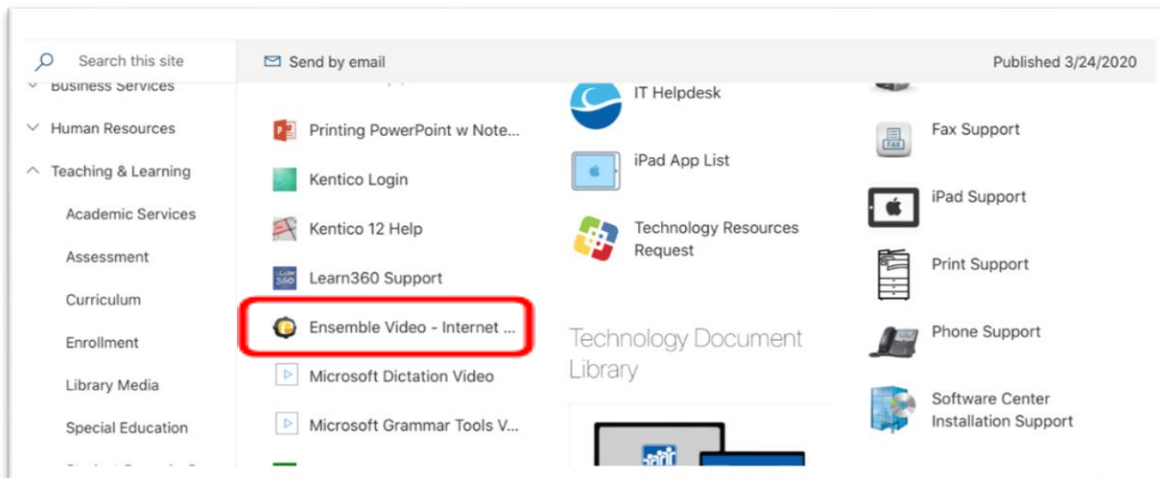
## Before you start:

On an iPad, please download the EnsembleLive App from ECASD's App store, Self Service.

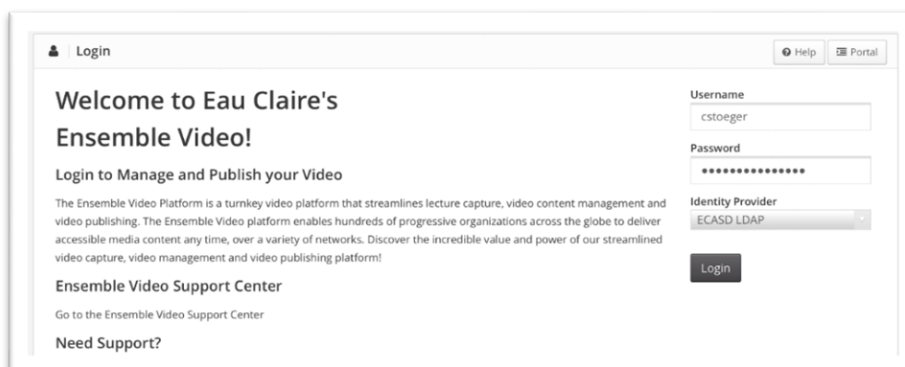
On a laptop/computer please download the Chrome browser extension. Watch this [How-To Video](#) presented by Ensemble. It will open in another browser tab.

## Logging in on an iPad or Computer

1. Navigate to the Technology Resource Center Library in Sharepoint, using a web browser on your iOS device. Scroll down and click on Ensemble Video – Internet Video in the Quick Links section.




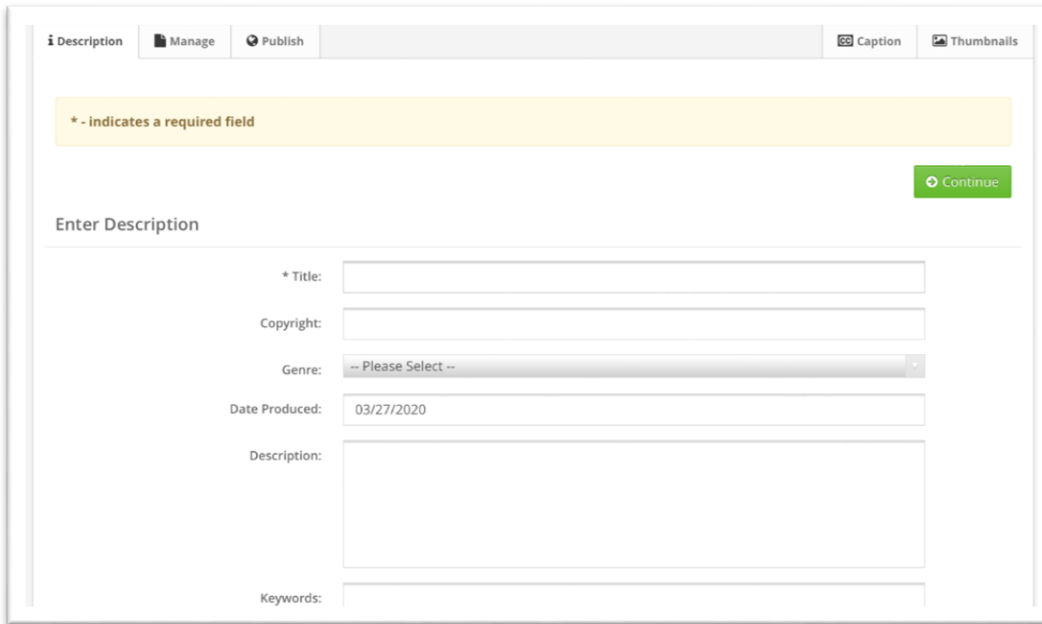
At the log in screen, log in using your ECASD username and password. Keep Identity Provider as ECASD LDAP.



## Uploading a Pre-Recorded or Existing Video

Click on the three bars in the upper left-hand corner to open the navigation bar. Click on Media Library. Click on

 to add a new video to your Media Library. Enter a Title for your video.

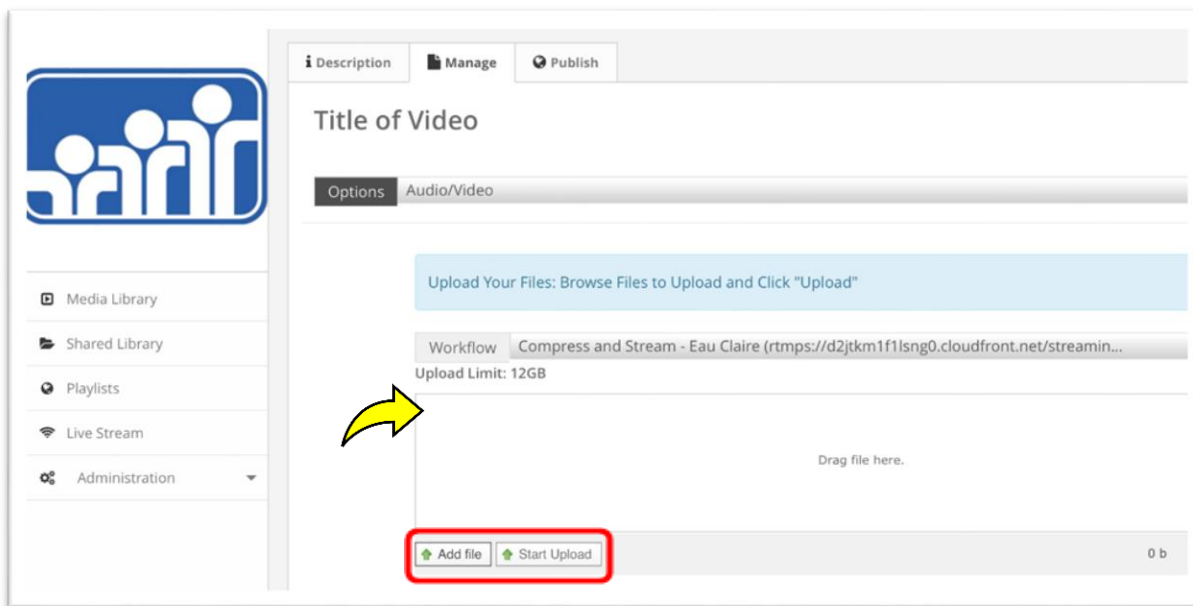


A screenshot of a web form for adding a video. At the top, there are tabs for 'Description', 'Manage', and 'Publish'. Below these is a yellow banner that says '\* - indicates a required field'. A green 'Continue' button is on the right. The form has several input fields: 'Enter Description', '\* Title:', 'Copyright:', 'Genre:' (a dropdown menu with '-- Please Select --'), 'Date Produced:' (with the value '03/27/2020'), 'Description:', and 'Keywords:'.

Choose Add File, Photo Library, All Photos, then choose the video that you want to upload. Click Done, then Use. Ensemble will compress the video. Once the video is listed in the box, click Start Upload.

**NOTE:** The upload time will depend on the length and size of your video.

Your video will be available in your Media Library after it is uploaded.

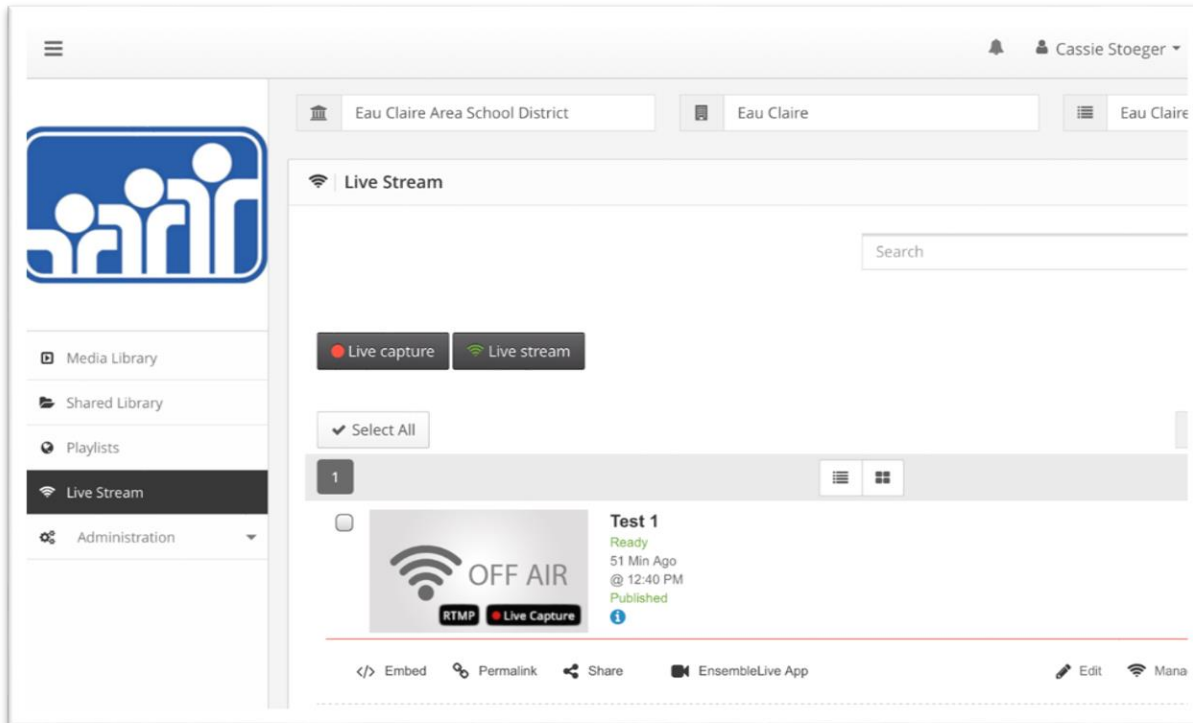


A screenshot of the video upload interface. On the left is a navigation sidebar with the EAU CLAIRE logo and menu items: 'Media Library', 'Shared Library', 'Playlists', 'Live Stream', and 'Administration'. The main area has tabs for 'Description', 'Manage', and 'Publish'. Below these is the 'Title of Video' field. There are 'Options' and 'Audio/Video' tabs. A blue box says 'Upload Your Files: Browse Files to Upload and Click "Upload"'. Below that is a 'Workflow' dropdown set to 'Compress and Stream - Eau Claire (rtmps://d2jtkm1f1sng0.cloudfront.net/streamin...)' and an 'Upload Limit: 12GB' label. A large area says 'Drag file here.' At the bottom, a red box highlights two buttons: 'Add file' and 'Start Upload'.

## Using Live Stream or Live Capture

Click on the three bars in the upper left-hand corner to open the side bar. Click on the live stream option. Then choose either live capture or live stream:

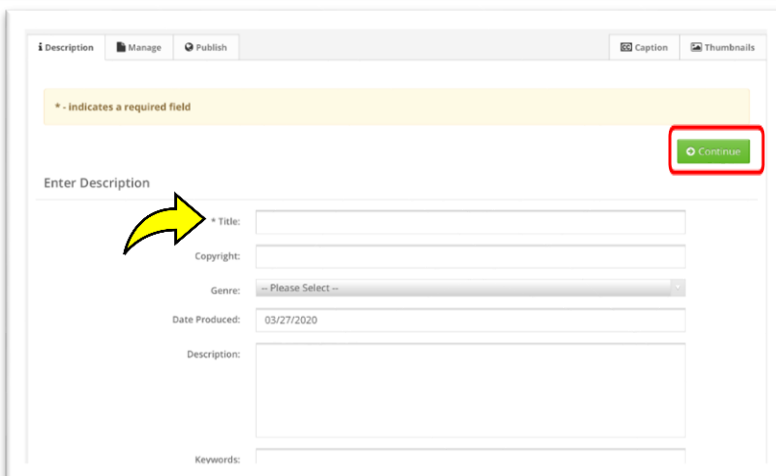
### Live Stream:



Only stream the video; files are not available after completion of the stream.

### Live Capture:

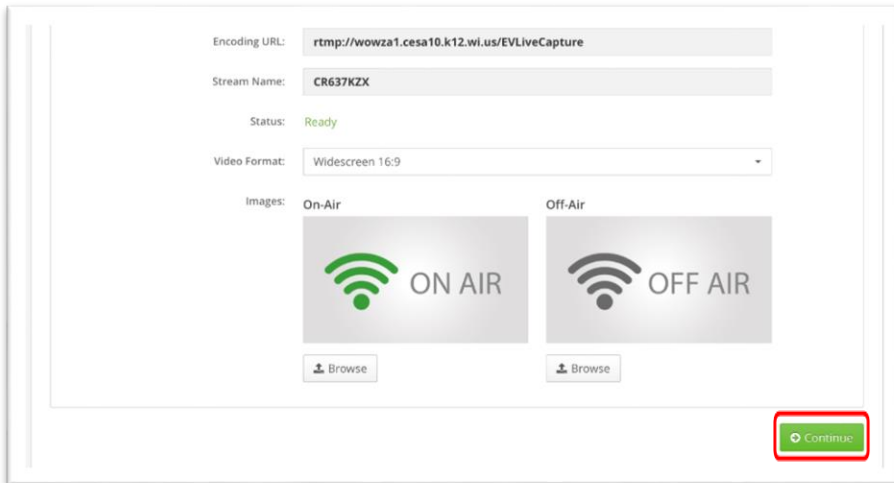
Records the video; it will be placed in your Media Library upon completion.



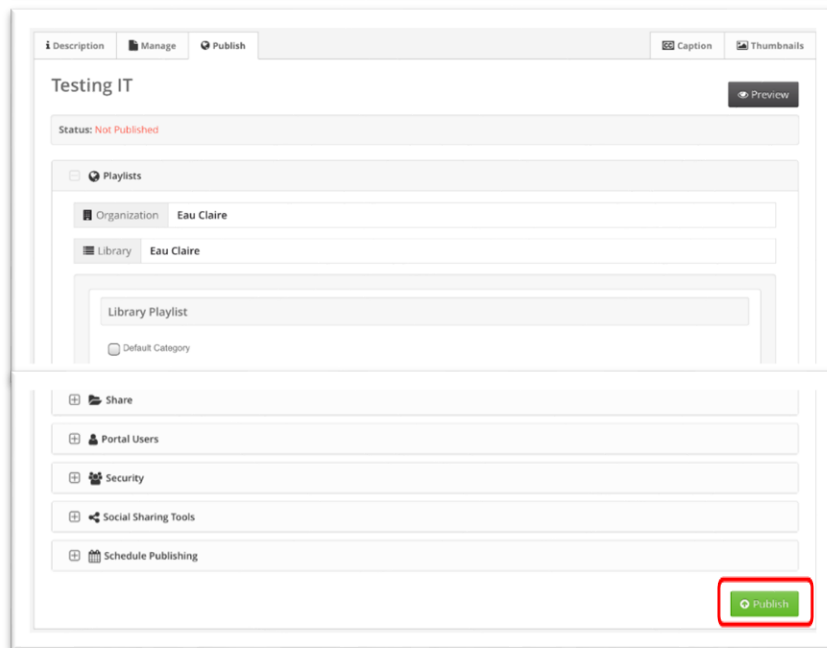
Fill out the description as best as you can. Please note Title is required.

Click continue.

# Ensemble Video Recording & Streaming

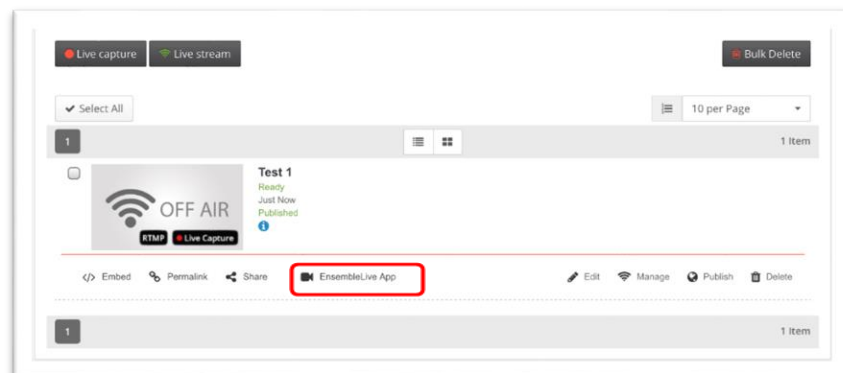


In the Manage screen, don't change any settings, just click continue.

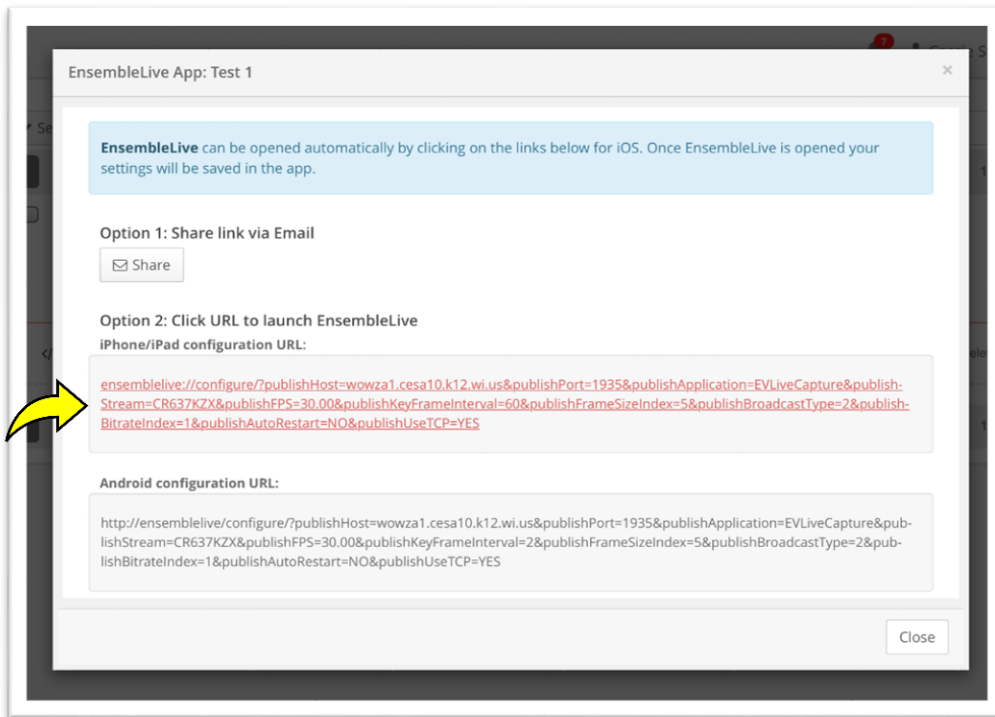


OPTIONAL: choose a playlist to publish to.

Then click Publish.

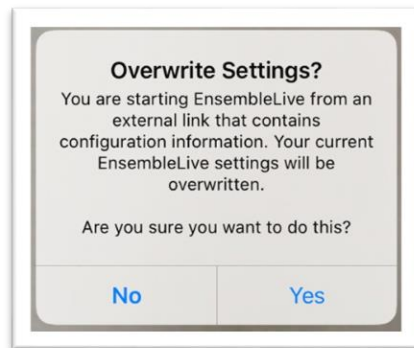


Once published, the video will look like the following screenshot. Click on EnsembleLive App.



This screen will then pop up next. Click on the iPhone/iPad configuration URL to apply the correct settings to your EnsembleLive app.

Your device will open the EnsembleLive app.



The overwrite settings box will appear on the screen. Say Yes, you want to overwrite your settings.

To record, press the red record button in the lower left-hand corner of the screen.

Best practices:

Hold the iPad so that the iPad is in landscape mode, with the front-facing camera in the upper left-hand corner facing what you are recording.

## Sharing a Video

There are two ways to share a video in Ensemble, Permalink and Share.

Permalink creates a direct link to your video that can be shared by anyone to anyone. Share is a one way link that you can choose who can see your video.

