

What's Up? Wednesday

EFNEP and CFHL, UC Staff Check-In

June 24, 2020



Welcome to What's Up? Wednesday!

In the Chat – describe how you feel today by **naming a color**

Find someone who chatted the same or similar color.

Give that person a shout-out in the chat!

Zoom Meeting Agreements

Please keep your microphone or phone muted when the host or another participant is speaking

Phones: *6 to mute and un-mute

Please use 'raise your hand' icon if you would like to speak

Please share your webcam video if you are comfortable doing so

Host may ask for 'video off' if internet connection is unstable

Co-hosts are monitoring chat

Will pause periodically for questions

Today's Agenda

Online Content: Development Timeline and Storage/Access for Content
Guidelines for Developing Online Content – *Updates!*

Closed Captions – Part Two

YouTube Guide

Online Content Examples

A word from Kamal...

Online Content

Timeline – goal to have content ready by early to mid-August

CFHL, UC – requests for online content from LIA Partners

Accessing Finalized Videos

Creating folders in google drive to house finalized videos

- Direct education organized by curriculum
- Indirect education organized by topic

Email links to final videos to State Office contact

Guidelines for Online Content – *Updates!*

Format PowerPoint files to share with extenders – save copy as PowerPoint Show (.ppsx)

Safety information for recipe videos

Physical Activity Break instructions

Online Book Reading Permissions- *updates!*

To get to your UC Davis Google Drive: <https://drive.google.com/a/ucdavis.edu>

UCCE Online Education Resources Google folder:

https://drive.google.com/drive/folders/1Arnqh6FTZI-CI7rvd8l_-vtbwt24Twj9

New Curriculum Workgroups

Fresh From the Garden – Stanislaus/Merced

Nutrition to Grow On – San Joaquin

Eat and Play Together – San Joaquin

Curriculum Sign-Up Google Sheet:

https://docs.google.com/spreadsheets/d/1_oxOUpK9HIBHKc3hF84d7fExj9irOITyYCBBBiw_oCRM/edit#gid=1189257612

Closed Captions Tutorial – Part Two

Last time we covered:

- Where to find YouTube-generated captions
- How to edit captions within YouTube
- How to download and edit captions

Today we will go over how to fine-tune captions by:

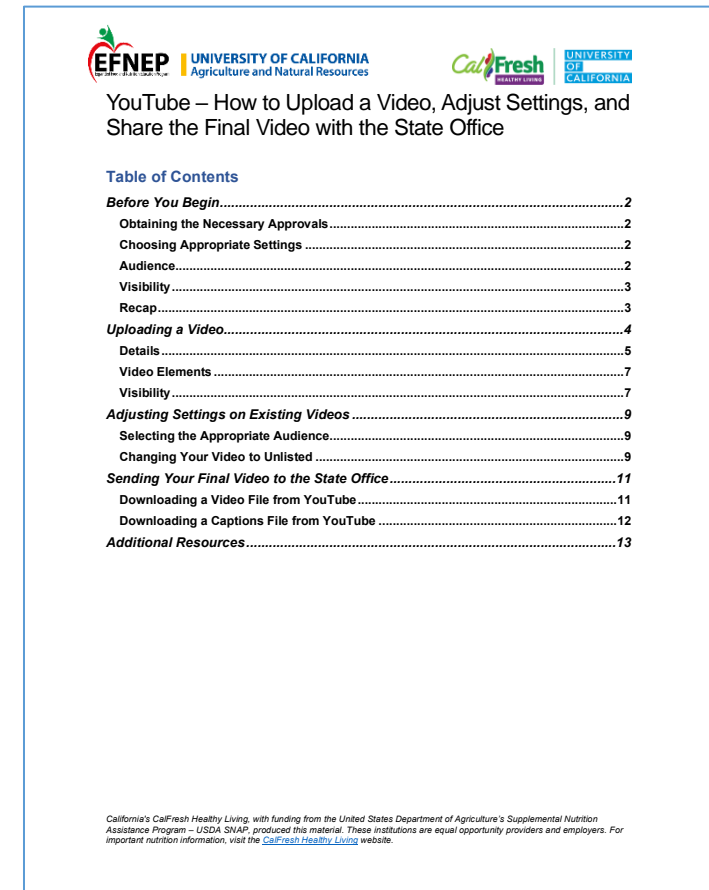
- Adjusting timing
- Combining and breaking up captions
- Adding new captions

Thank you to Stacy Arhontes and Willow Thorpe, Central Sierra Cluster, for their advice and guidance on Part Two.

YouTube Guide – How to Upload a Video, Adjust Settings, and Share the Final Video with the State Office

This guide covers:

- How to upload a video and choose appropriate settings
- How to adjust settings on existing videos
- Sending the final video to the State Office



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YouTube – How to Upload a Video, Adjust Settings, and Share the Final Video with the State Office

Table of Contents

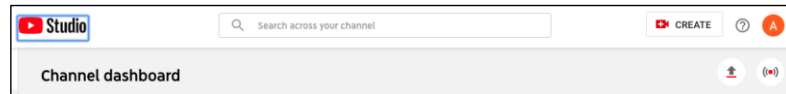
<i>Before You Begin</i>	2
Obtaining the Necessary Approvals.....	2
Choosing Appropriate Settings.....	2
Audience.....	2
Visibility.....	3
Recap.....	3
<i>Uploading a Video</i>	4
Details.....	5
Video Elements.....	7
Visibility.....	7
<i>Adjusting Settings on Existing Videos</i>	9
Selecting the Appropriate Audience.....	9
Changing Your Video to Unlisted.....	9
<i>Sending Your Final Video to the State Office</i>	11
Downloading a Video File from YouTube.....	11
Downloading a Captions File from YouTube.....	12
<i>Additional Resources</i>	13

California's CalFresh Healthy Living, with funding from the United States Department of Agriculture's Supplemental Nutrition Assistance Program – USDA SNAP, produced this material. These institutions are equal opportunity providers and employers. For important nutrition information, visit the [CalFresh Healthy Living](#) website.

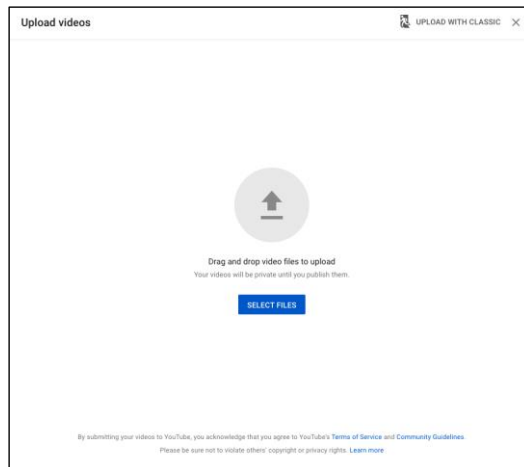
Uploading a Video

Once you've finished editing your video, it's ready to upload. You will likely need to check with your supervisor as to where your video should be uploaded. (As a reminder, if you choose to provide your video as an mp4 to the State Office, you will need approvals before proceeding to uploading.)

1. Uploading may use a lot of processing power, so it's a good idea to close any other software on your computer while the video is uploading in case of slowdowns or crashes.
2. Only upload one video at a time to prevent slow uploading speeds.
3. First, log into <http://studio.youtube.com> using the appropriate YouTube account.
4. In the upper right-hand corner, you will see the "Upload" symbol, which looks like an arrow pointing up.



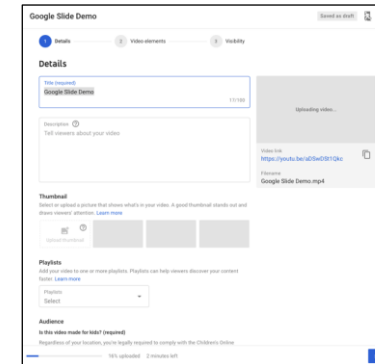
5. Clicking on this arrow will take you to a new page, where you can then select the file you would like to upload on your computer.



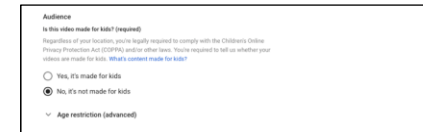
6. It may take some time for the video to upload and process. While this is occurring, you are able to select some of the options for your video.

Details

7. Add a title and a description of the video. Please include any source attribution needed here as well as links to your program's web page, social media sites and other pertinent information.

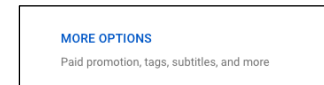


8. Choose a thumbnail to illustrate the video from the ones provided. Options may not appear immediately, as in the example image above. When the video has uploaded and processed sufficiently, options will appear.
9. If your video is intended for children, you will need to label it as such. Under "Details," scroll to audience.
10. Select "Yes, it's made for kids" if it is intended for children. If the video is not intended for children, choose "No, it's not made for kids."



- If the video is not intended for children, do not select "Yes, it's made for kids."
- You are also able to adjust this setting on existing videos. See the section titled "Adjusting Settings on Existing Videos" for more information.

11. Next, click on "More Options" to display additional video settings.



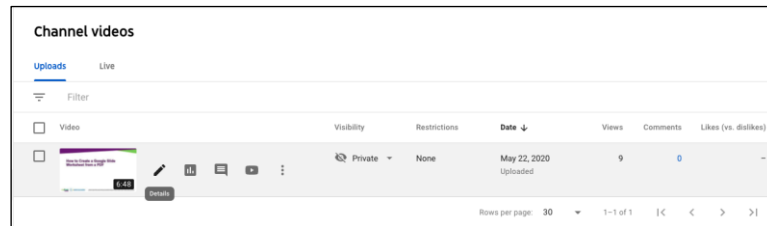
12. There are several options, most of which do not pertain to CFHL videos.

Adjusting Settings on Existing Videos

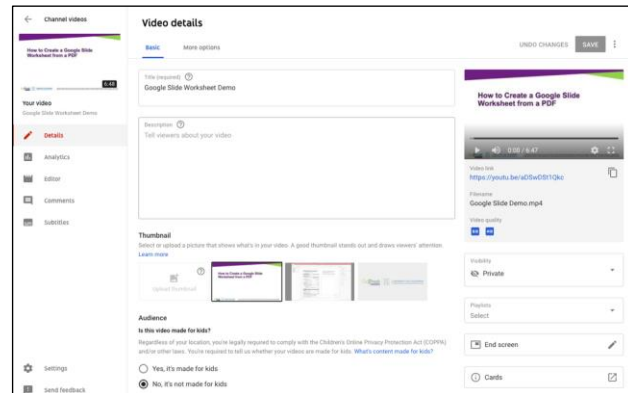
Selecting the Appropriate Audience

It is very important that videos intended for children (under the age of 13) are identified as such in order to comply with the Children's Online Privacy Protection Act (COPPA).

1. When logged into <http://studio.youtube.com>, select "Videos" on the left-hand side of the screen. Choose the video you would like to edit. Click "Details."

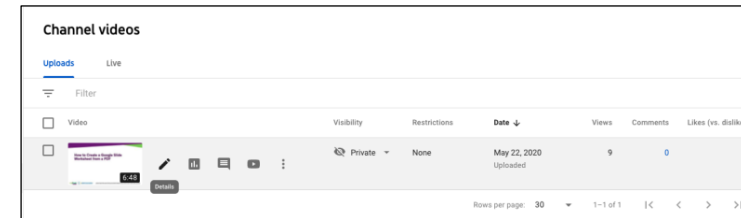


2. Scroll to Audience, then choose the correct audience for the video. If the video is not intended for children, **do not** select "Yes, it's made for kids."

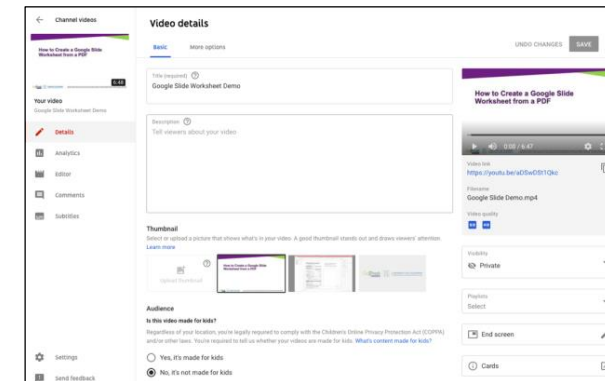


Changing Your Video to Unlisted

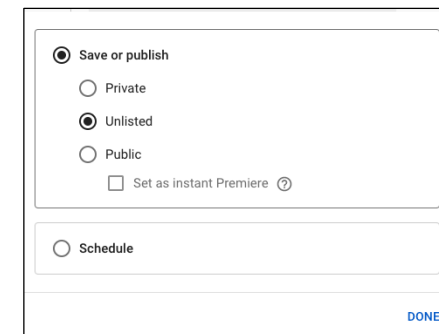
1. When logged into <http://studio.youtube.com>, select "Videos" on the left-hand side of the screen. Choose the video you would like to edit. Click "Details."



2. On the right-hand side of the screen, click on Visibility.



3. Choose "Unlisted" and then click "Done." When you submit your video to the State Office for approval, please indicate whether you would like to make your video Public after it is approved. The State Office will inform you whether your video can be made Public after approval.



Sending Your Final Video to the State Office

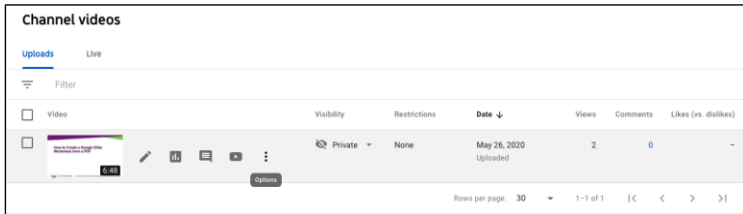
Once your video is finalized, has received the necessary approvals, and has accurate captions, it's ready to share. While your county/cluster has the option of hosting the video on their YouTube Channel, all videos will be hosted on the CFHL, UC State Office YouTube. For the State Office to upload your video, two items are required:

1. The final mp4 video file.
2. The finalized caption file.

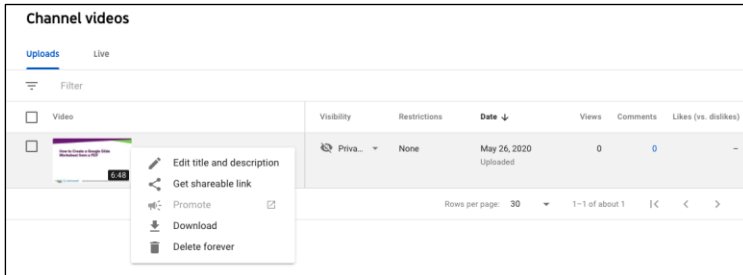
These can both be downloaded easily from YouTube. Once you have downloaded the video and caption file, share these with the State Office using Google Drive, OneDrive, or Box.

Downloading a Video File from YouTube

1. When logged into <http://studio.youtube.com>, select "Videos" on the left-hand side of the screen.
2. Hover your mouse over the video you want to download. Click on "Options" (the three dots that appear)



3. Choose "Download." Note where you save the file.



Downloading a Captions File from YouTube

- When logged into <http://studio.youtube.com>, select "Subtitles" on the left-hand side of the screen,
- Choose the video for which you would like to edit the captions.
- Hover your mouse over "Published by Creator." Click on the three dots that appear. This will display options.

Video subtitles			
Language	Modified on	Title & description	Subtitles
English (video language)	May 26, 2020	Published by Creator	Published by Creator
English (Automatic)	May 26, 2020		Published Automatic

- "Published Automatic" will download the original, uncorrected YouTube generated captions. Do not send these to the State Office.
5. Choose "Download." Note where the file is saved.

Video subtitles			
Language	Modified on	Title & description	Subtitles
English (video language)	May 26, 2020	Published by Creator	Edit on Classic Studio Download Delete
English (Automatic)	May 26, 2020		Delete

Online Content Examples

Kelly Hong – UCCE San Luis Obispo/Santa Barbara

Affordable Cooking Series - Corn and Bean Salad

<https://www.youtube.com/watch?v=3OYQmaw88PQ&feature=youtu.be>

Online Content Examples

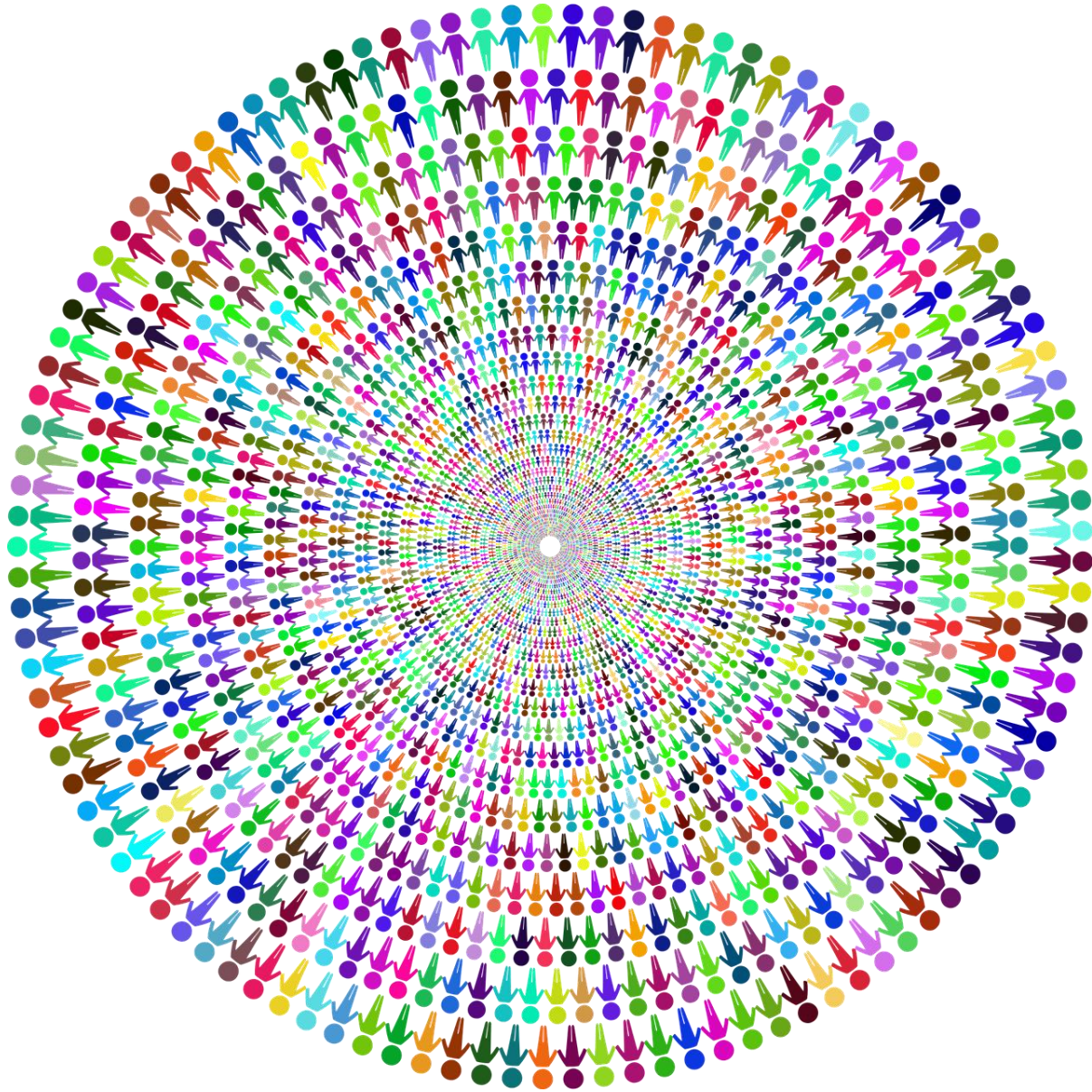
Eli Figueroa - UCCE Contra Costa – *Eatfit* – Lesson 5 (*Part 1*)

<https://www.youtube.com/watch?v=SuB-seC394c&feature=youtu.be>

Online Content Examples

UCCE Central Sierra – Harvest of the Month

HOTM Grapefruit https://youtu.be/KC-quTwe_II



*We're in
this
together!*