

We ask that you answer one application prompt verbally by creating a video using our webapp and sharing the link to an unlisted YouTube video. Here is the link when you are ready: <a href="https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://www.https://wwww.https://www.https://

- The app you will use to record your video was created to provide you with a way to spontaneously respond to a question. We are not looking for rehearsed, edited, and polished! We want conversational and spontaneous! Before you begin recording make sure the following is done:
  - We recommend using a computer rather than a tablet or phone
  - If you record using an Apple device, your recording will work, but you will not be able to preview it until you upload it into YouTube—we recommend using PC with chrome or firefox if possible
  - Volume is turned up
  - Camera is positioned in a way to record you speaking
  - o Locate where your downloads are saved on your device
- When you click the link in CSDCAS you will be directed to a webpage and will see the following:



Start Prompt

## Get ready ...



Preparing to record...

- When you are ready to record your video, hit the "Start Prompt" button.
- This will show you the prompt on the screen and will play a recorded version of the prompt for you to listen to.
- Once the prompt recording has played, then a countdown of 15 seconds begins underneath the white recording box.
- Once the 15 seconds ends, recording will begin automatically. You should be prepared to state the main idea of the prompt so we know which one you are answering.
- You might see a request to allow access, like this:



- Click "Allow" and your recording will begin
- Answer the prompt—there is a countdown beneath the video screen for 60 seconds, but you may finish your recording early by pressing the "Stop Recording" Button

	Recording started	
	Stop Recording	
Reco	ording ends in 45 seco	onds

• Once you have finished your recording, you will see a link to download your recording. Click it so that this video will go to your "downloads" folder.

Recording finished!

## Download your recording

- You have a total of 3 opportunities to record videos and then select one for upload into CSDCAS. Please note that once you begin a new recording, the old recording is no longer available by clicking the "download your recording" link, so it is important to download the videos as you complete them.
- If you choose to record three videos, note that the prompts will be different each time.

Once you have downloaded your video and selected the one to submit, complete the following:

To create an unlisted YouTube video, please see below for step-by-step instructions. If you do not have access to a computer with a web camera, seek out your local public or university library. They have devices that can be rented or used on site.

- 1. Locate your video in your downloads folder.
- 2. Sign in to YouTube: Visit <u>www.youtube.com</u> and sign in to your YouTube account. If you don't have an account, create one before proceeding.
- Access Your Channel page: Click on the icon in the upper right-hand corner to display a drop-down menu. Select "Your Channel" to navigate to your channel settings.
- 4. Upload your video: To upload a video, click on "upload video" or select the camcorder icon in the upper right banner and then choose "upload video."
- 5. Add video details: Select your video file or drag and drop your video file into the designated upload box. Provide a title and a brief description for your video. Then, click "Next" to proceed through the next three sets of options.
- 6. Set video visibility to unlisted: When you reach the "Visibility" tab, choose "Unlisted" to ensure your video remains unlisted. This setting ensures that only people who have the direct link to the video can view it. Unlisted videos won't appear in your channel or search results, but they can be shared with others. Remember to click "Save" to apply the changes.
- 7. Copy and paste the video link: After saving, a box will appear displaying your video link. Copy the link and paste it into the textbox within your CSDCAS application that corresponds to the prompt you answered in your video. The other textboxes in the application will contain your written responses.