

# FLIPGRID HOW-TO GUIDE

## Overview

Flipgrid is a video recording app that may be used to create video discussions. Teachers may create topics and provide prompts to guide student responses.

This tool may be used for a variety of learning activities throughout the 5E sequence:

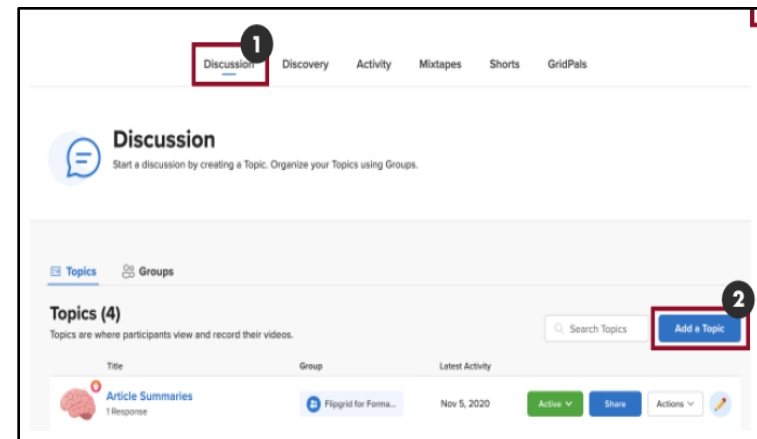
- Engage/Opening
- Explore/Learning Activity
- Explain/Closing
- Extend/Additional Learning Activity
- Evaluate/Assessment

## Create a Flipgrid Topic

Log in to Flipgrid. Visit [Flipgrid.com](https://Flipgrid.com) and log in.

- If you have a Flipgrid account, click the **Educator Login** button.
- If you do not have an existing Flipgrid account, click the **Educator Signup** button. You may use Google or Microsoft credentials to sign up for an account.

Create **New Discussion**. Navigate to the **Discussion** tab [1] and select the **Add a Topic** button [2].



**Topic Essentials** [3]. The following fields are listed:

- **Title.**
- **Prompt.**
- **Recording Time.** Select a time limit for each discussion using the dropdown menu.
- **Closed Captions.**

**Topic Moderation.** Turn on this option to hide submitted videos from other students until they have been reviewed and approved by the teacher [4].

**Media.** Add media to the discussion topic by using one of the available apps [5].

**Access Control.** Change the privacy settings by selecting **Public** or **Private** [6]. Set up student access by choosing if students will use their school account credentials or create usernames. If students will use their student accounts, enter the school's domain in the "Add or edit allow emails" field [6].

**Create New Topic.** Click the **Create Topic** button to complete creation of the topic [7]. The new topic should now appear on the home page.

## Video Tutorial

[Click here](#) or scan the QR to watch the video tutorial.



**Topic Essentials**

**3**

Title  
Add a title for your Topic 0/95

Prompt  
Add a question to start your discussion 0/7000

Recording Time 1 minute 30 seconds Closed Captions English (United States)

**4**

**Topic Moderation**  
New videos and comments will be hidden from students until you activate them. Previously submitted content will remain active. [Learn more about moderation.](#)

**5**

**Media**  
Add a media resource to engage your students.

Record a Video Upload a Video Add a Video Upload an Image Add a Glyph Add an Emoji

Microsoft Google Kahoot! Wiselert Newspod Newslets Adobe Spark Wanderopolis Buncee

**6**

**Access Control**

Private  Public

**Student Email**  
Students join using their Microsoft or Google school email.

**Add or edit allowed emails**  
Use our example [template](#) to [upload a CSV file](#) or add the domains/email addresses your participants will use to access this Topic. [Learn more.](#)  
e.g. @school.edu, student@school.edu

**Student Username**  
Students join with a username.

**Guest password (Optional)**  
Add a password for families and guests to join the Topic.

Cancel  Save changes to my default settings More Options **Create Topic** **7**

## Flipgrid Sharing Options

The following sharing options may be used on their own or in combination based on the needs of your students.

**Open Sharing Options.** Click the **Share** button to open the sharing options [1]:

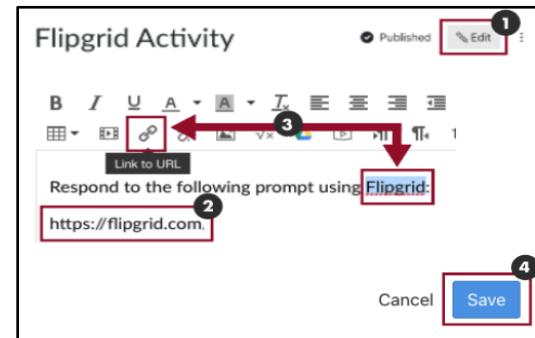
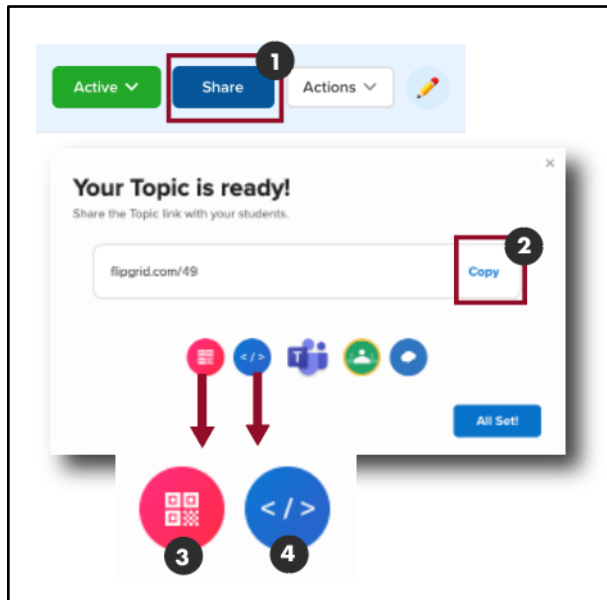
- **Copy URL.** Click the **Copy** button to automatically copy the URL to the clipboard [2].
- **QR Code.** Click the **QR Code** button to download an image of the QR Code [3].
- **Embed Code.** Click the **Embed Code** button to copy the embed code [4]. *Note: It may not notify you, but the code is automatically copied to the clipboard.*

**Sharing Flipgrid in Canvas.** Any of the above sharing options may be used to share Flipgrid discussions in Canvas. Feel free to use all three methods to provide your students with a variety of accessible options.

## Share Flipgrid in Canvas: URL

**Open Canvas Activity.** Once the sharing option has been copied or downloaded from Flipgrid, navigate to Canvas and open the activity by clicking the title of the Canvas activity to which the Flipgrid will be added.

**Edit.** Click the **Edit** button to edit the activity [1].



**Share Using the URL.** Copy the URL to the clipboard and paste the link into the body of the Canvas activity [2].

*Tip:* Shorten the URL by creating a hyperlink to text. Highlight the text to create the hyperlink, and then click the **Link to URL** icon [3]. A new dialog box will appear. Paste the URL in the field and click **Insert Link**.

**Save Changes.** Scroll to the bottom of the page and click the **Save** button to save the changes [4].

### Share Flipgrid in Canvas: QR Code

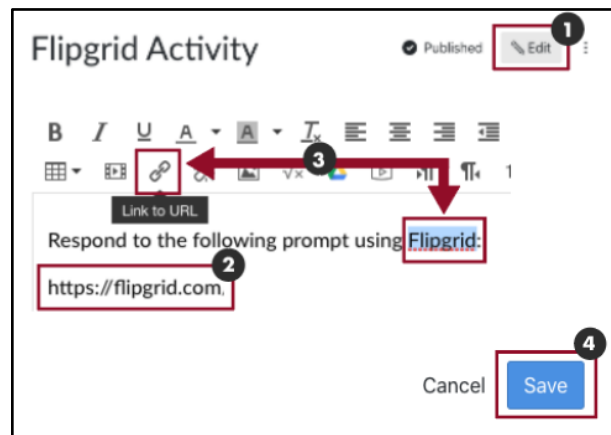
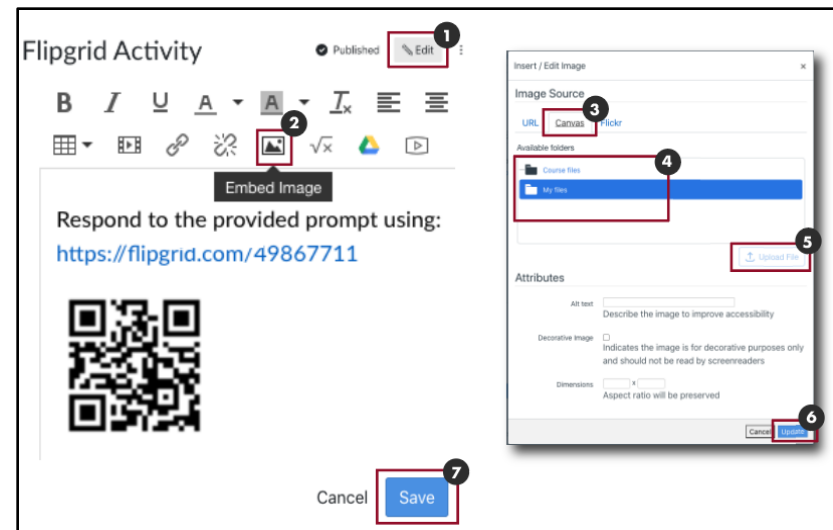
**Open Canvas Activity.** Once the sharing option has been copied or downloaded from Flipgrid, navigate to Canvas and open the activity by clicking the title of the Canvas activity to which the Flipgrid will be added.

**Edit.** Click the **Edit** button to edit the activity [1].

**Share Using the QR Code.** Once the image of the QR code has been downloaded from Flipgrid, click the **Embed Image** icon to add the QR code to the body of the Canvas activity [2]. A new dialog box will appear. In the dialog box, select the **Canvas** tab [3]; then choose a destination folder [4] and select **Upload File** [5]. Click the **Update** button to save [6].

*Tip: Resize the image by clicking and dragging its corners.*

**Save Changes.** Click the **Save** button to save the changes [7].



## Share Flipgrid in Canvas: Embed

**Open Canvas Activity.** Once the sharing option has been copied or downloaded from Flipgrid, navigate to Canvas and open the activity by clicking the title of the Canvas activity to which the Flipgrid will be added.

**Edit.** Click the **Edit** button to edit the activity [1].

**Share Using the Embed Code.** Once the embed code has been copied from Flipgrid, click the **HTML Editor** link to open the HTML editor [2].

Paste the embed code into the HTML editor [3].

Click the **Rich Content Editor** to view the embedded Flipgrid [4].

View the embedded Flipgrid [5].

**Save Changes.** Click the **Save** button to save the changes [6].

### Video Tutorial

[Click here](#) or scan the QR code to watch the video tutorial.

