

# 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:

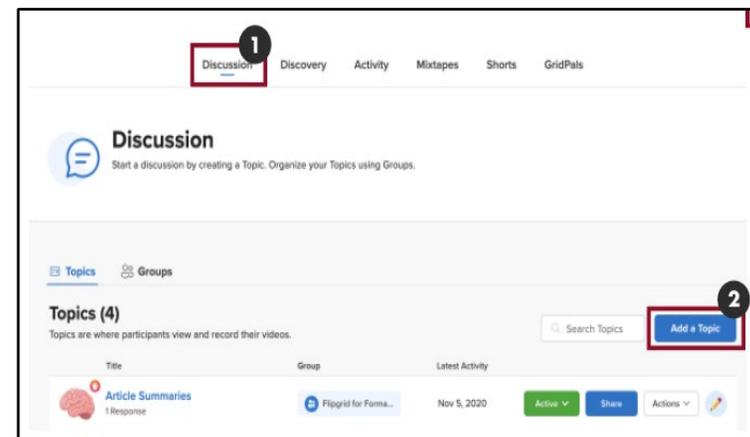
- Engage/Opening
- Explore/Learning Activity
- Explain/Closing
- Extend/Additional Learning Activity
- Evaluate/Assessment

## 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].

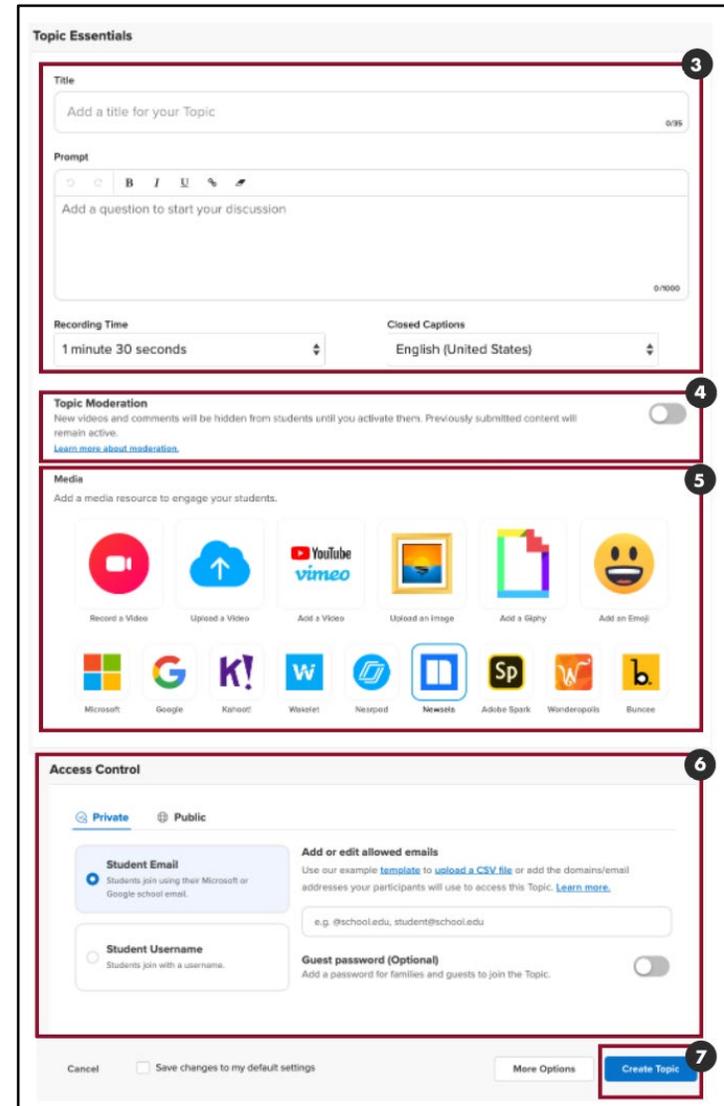
**Media.** Add media to the discussion topic by using one of the available apps [5].

**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 allowed 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.



The screenshot shows the 'Topic Essentials' form with the following sections and callouts:

- 3** Title: A text input field with placeholder 'Add a title for your Topic' and a character count '0/95'.
- 4** Prompt: A rich text editor with placeholder 'Add a question to start your discussion' and a character count '0/1000'. Below it are 'Recording Time' (set to '1 minute 30 seconds') and 'Closed Captions' (set to 'English (United States)').
- 5** Topic Moderation: A toggle switch labeled 'New videos and comments will be hidden from students until you activate them. Previously submitted content will remain active.' with a link 'Learn more about moderation.'
- 6** Media: A section titled 'Add a media resource to engage your students.' with a grid of app icons: Record a Video, Upload a Video, Add a Video (YouTube, Vimeo), Upload an Image, Add a Giphy, Add an Emoji, Microsoft, Google, Kahoot!, Wolfram, Newsfeed, Newsela, Adobe Spark, Wondersopolis, and Bounce.
- 7** Access Control: A section with 'Private' and 'Public' radio buttons. It includes 'Student Email' (selected) and 'Student Username' options. The 'Add or edit allowed emails' field contains 'e.g. @school.edu, student@school.edu'. There is also a 'Guest password (Optional)' toggle.

At the bottom, there are 'Cancel', 'Save changes to my default settings', 'More Options', and a highlighted 'Create Topic' button.

## 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]:

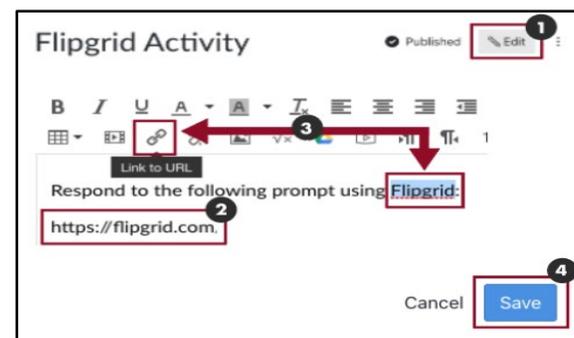
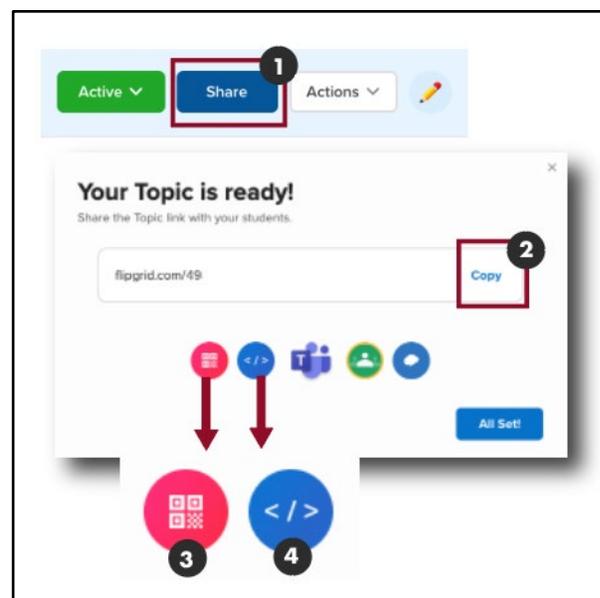
- **Copy URL.** Click the **Copy** button to automatically copy the URL to the clipboard [2].
- **QR Code.** Click the **QR Code** button to download an image of the QR Code [3].
- **Embed Code.** Click the **Embed Code** button to copy the embed code [4]. *Note: It may not notify you, but the code is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

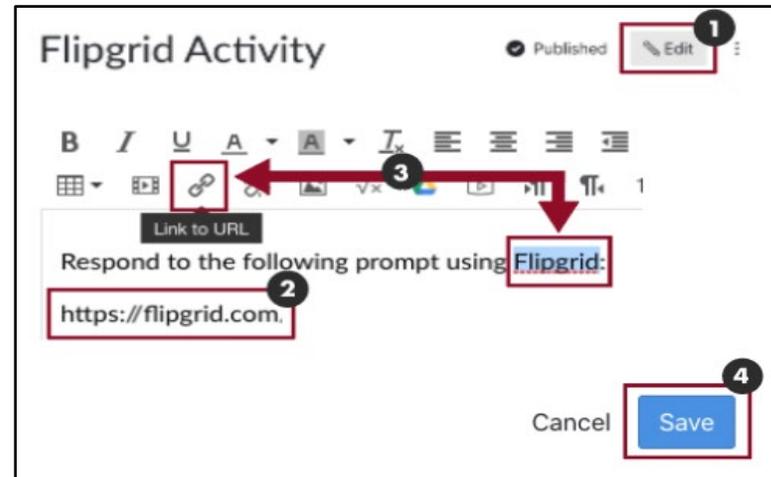
**Open Canvas Activity.** Once the sharing option has been copied or downloaded from Flipgrid, navigate to Canvas and open the activity by clicking the title of the Canvas activity to which the Flipgrid will be added.

**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

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