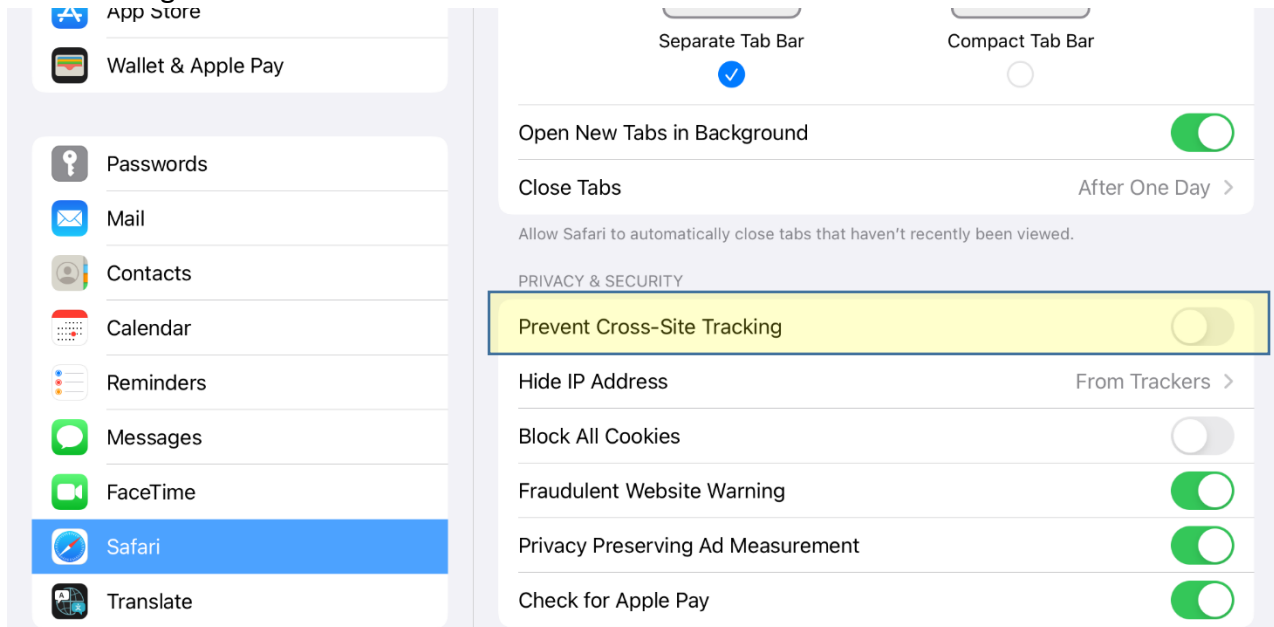


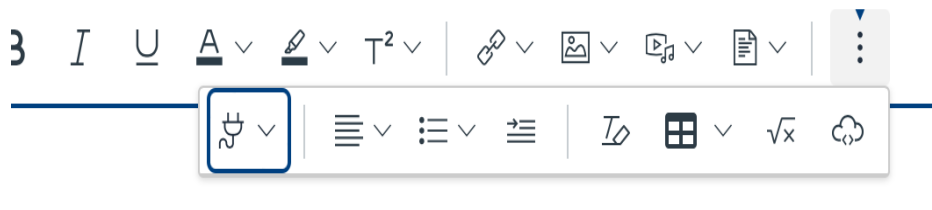
E-learning with Live Instruction 101 – iPad



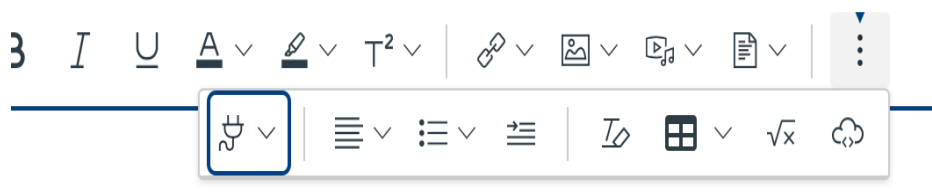
1. Go to settings>Safari>Prevent Cross-Site Traffic and turn it off



2. Download the OneDrive app (if you don't have it on your iPad)
3. If Safari is open, close the app and restart.
4. Go to your Canvas calendar (this can also be done in an assignment or announcement)
5. Create a new calendar event and be sure to choose the correct calendar.
6. Go to more options at the bottom of the screen
7. Name the event Period 1 (or something relevant)
8. Tap on the dots on the right of the screen>select the plug

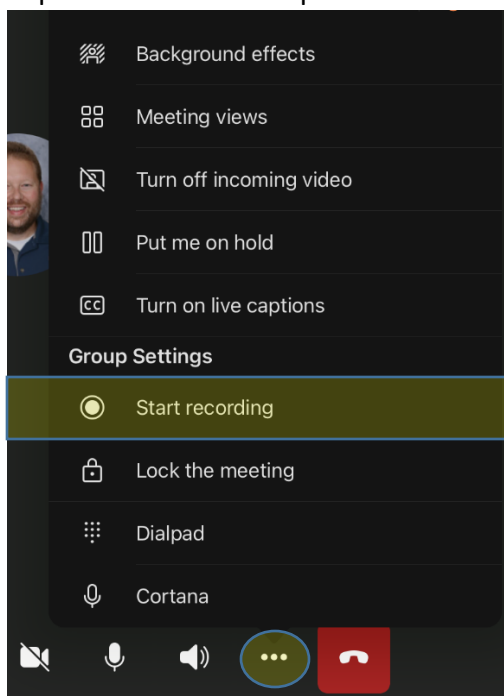


9. If you don't see Microsoft Teams Meeting tap on view all and scroll to Microsoft Teams Meeting and select it
10. If you get an error, close and reload Safari
11. Choose the dots>plug>select Microsoft Teams Meeting

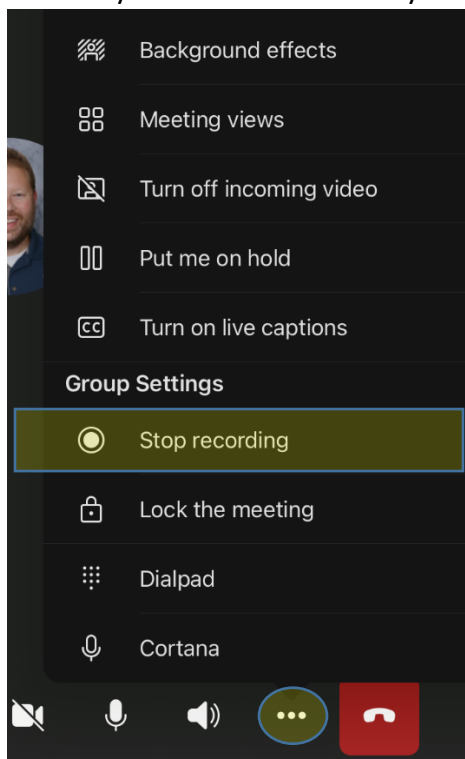


12. Scroll to the bottom of the popup and select sign in
13. Tap on your North Adams email
14. If it asks for a username and password, use your North Adams email and password.
15. Tap on Create meeting link

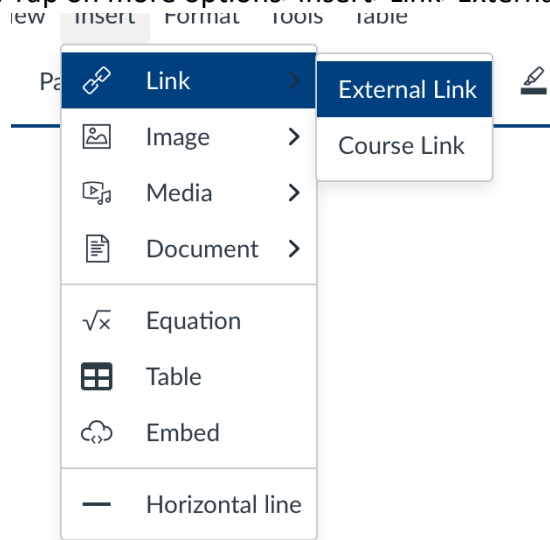
16. Type a name for the meeting (example Period 1) and select a date and time for the meeting to start and tap create
17. Scroll to the bottom and tap on Copy
18. That will put the link in your calendar.
19. Scroll to the bottom and tap on Create Event
20. When you're ready to start the teams meeting, tap on the event>link to your teams meeting
21. Tap on Join
22. Turn on your video and mic and tap on Join now
23. Tap on the dots and tap on Start Recording



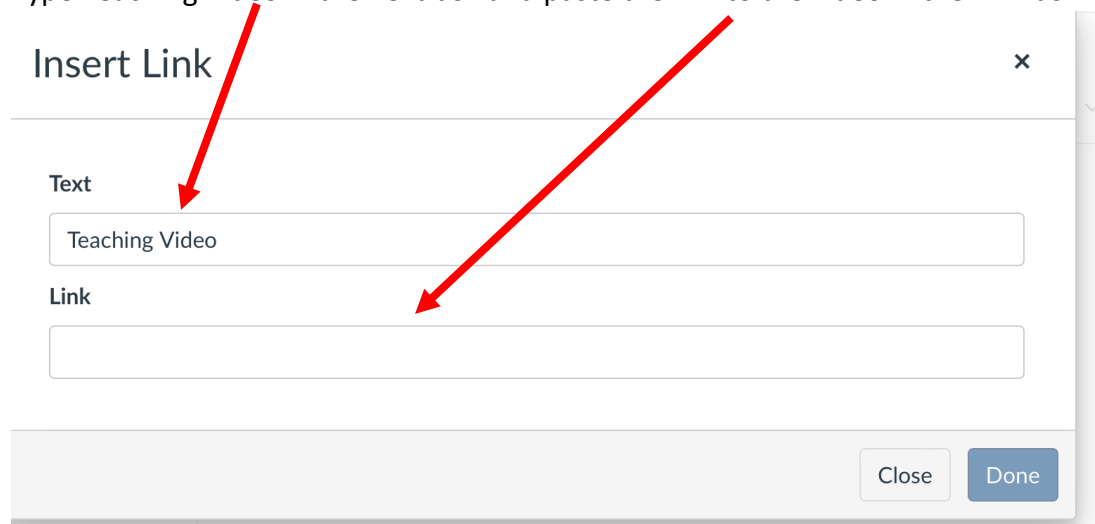
24. Present your lesson and when you are finished teaching, tap on the dots and select Stop recording



25. The video will save in the chat and it will save to OneDrive (if you have the app).
26. Open the OneDrive app and the video should be near the top of the screen and in a folder called recordings
27. Tap on the video and select Share
28. Tap on the words Only the people who have this link will have access to view-only
29. Tap on anyone with the link
30. Tap on Apply
31. Now the link is copied to your iPad's clipboard
32. Go back to Canvas and create a new calendar event.
33. Tap on more options>Insert>Link>External



34. Type Teaching Video in the Text box and paste the link to the video in the Link box



35. Tap on Done
36. Scroll down and tap on Update Event