A Beginner's Guide to Screencastify for Educators

The Screencastify extension was pushed out to your Chrome browser, so you just have to look for the Screencastify icon that would be on the same row as your profile image and click once on it.

Recording a video

1. Click on the **Screencastify** icon on the Chrome browser Toolbar.

2. The *Record* dialog box opens.
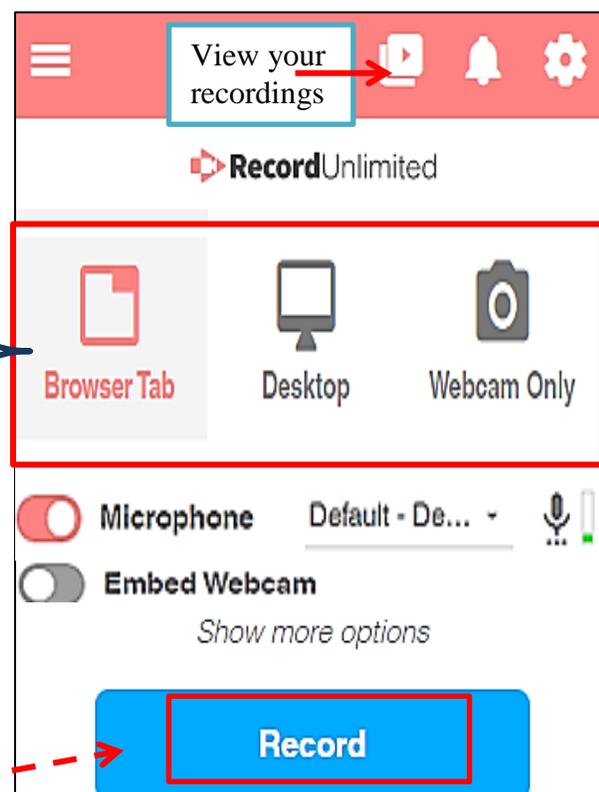
3. **Choose one of these options:**

   - **Record your Browser Tab**: If you only want to show your viewers what's happening on one specific tab in Chrome. This option if used most, for example, if when you want to record over a Google Slides presentation

   - **Record your Desktop**: Use this option when you want to show your viewer something outside Chrome (like a PowerPoint) or if you think you'll switch between multiple tabs and/or programs.

   - **Record your Webcam:** This option is perfect when you just want to speak directly to students, no screen involved.

View your recordings

5. Make sure **Microphone** is enabled.

6. (Optional) Enable **Embed Webcam** if you would like a webcam recording to be embedded in the recording

7. Click **Record** when you are ready to begin
8. When recording, a red dot will appear in the extension icon

Pause/ Stop Recording

Screencastify's icon turns into this icon when recording is paused
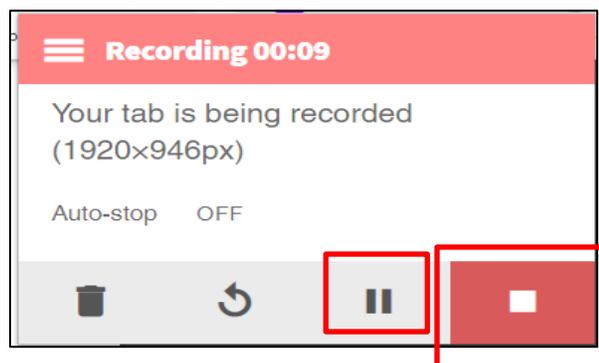
1. On the browser toolbar, click once on this icon and the Recording dialog box opens

   - **To Pause** the video
     1. Click on this icon
     2. Click on the icon again to restart the recording

   - **To Stop** the video
     1. Click on this icon

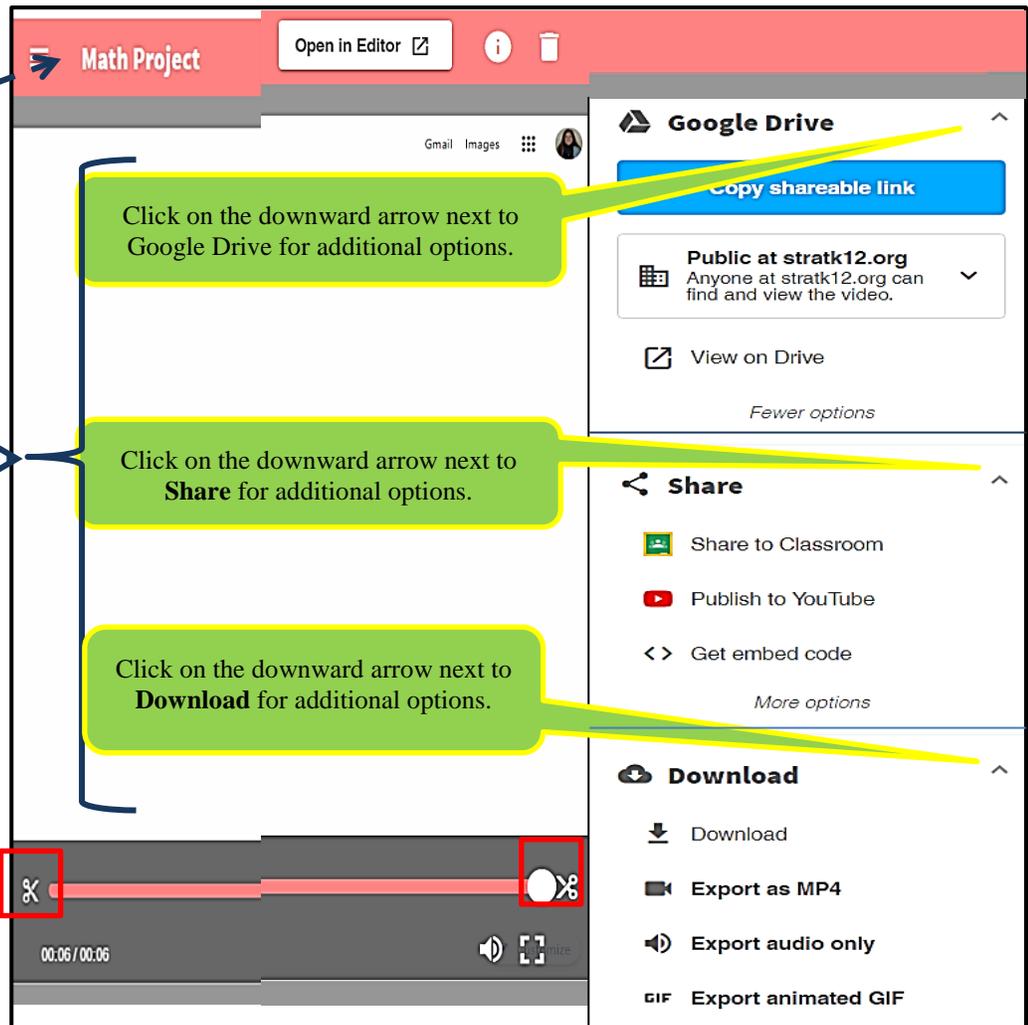Once you Stop a recording, the **Video Page** automatically loads.

On this screen you can:

- Give the video a **Title** and if you are done, you can close out.
- The video will automatically be saved to your Google Drive.

Share Your Video:

- Share it to Classroom
- Publish to YouTube
- Embed it in a webpage.
- Download it
- Export it

You can also cut out some of the beginning or ending of the video by clicking on the **Scissor** icons

Math Project   Open in Editor ⤢

Click on the downward arrow next to Google Drive for additional options.

Click on the downward arrow next to **Share** for additional options.

Click on the downward arrow next to **Download** for additional options.

Google Drive
Copy shareable link

Public at stratk12.org
Anyone at stratk12.org can find and view the video.

View on Drive

Fewer options

Share
Share to Classroom
Publish to YouTube
Get embed code

More options

Download
Download
Export as MP4
Export audio only
Export animated GIF

00:06 / 00:06

Edit a video

1. **Access the editor:** Click the "**Open in Editor**" button which will automatically load your video clip.

2. **Add clips:** From the Editor, you can use the **blue "+" button** on the bottom right to add videos into the timeline.

3. **Crop, trim, zoom, and add text**:
   - **Crop** video - ⛶ to show only a certain portion of the screen.
   - **Cut tool -** ✂ to remove that unfortunate few seconds.
   - **Zoom -** ⊕ in and out of specific parts of your video.
   - **Add text -** T to make your videos even more engaging.

4. When done, click the **Export** button and choose either **Export as MP4** or **Export to Google Drive**

test 9 min video   Open in Editor ⤢

00:10 / 08:17

Edit
Free   Upgrade to export more than 5 minutes   Export

00:00 / 08:17