

# Guided Tour

Your guide to getting started with LumieLabs<sup>™</sup>.



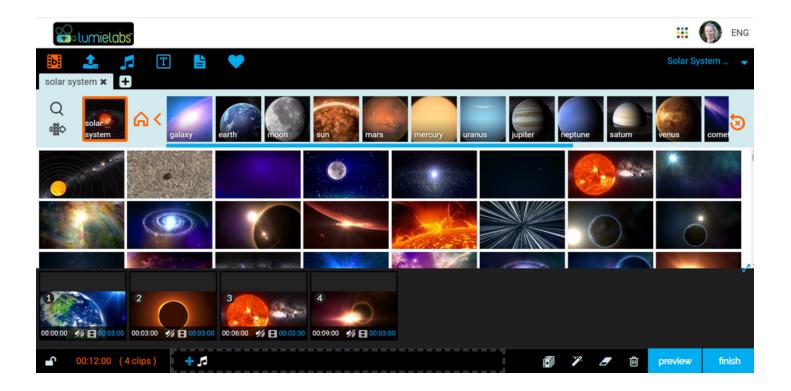
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## Welcome to LumieLabs!

Designed to disrupt the status quo and shape a new type of classroom learning, with video! LumieLabs uses video creation and digital storytelling to harness students' passions and natural engagement with media and bring those into the classroom. It helps students become skilled collaborators, communicators and media-savvy consumers with enhanced critical-thinking skills.



## **About LumieLabs**

Named after the Lumiére brothers, who pioneered early motion-picture cameras and how we know film today. LumieLabs brings the Lumiéres' spirit of storytelling, innovation and invention into the hands of educators around the world.

### What are Digital Stories?

Digital stories are videos that combine footage, images, music, text and a narrative voice. Digital stories are an expressive classroom medium that integrates subject expertise with knowledge and skills from across science, humanities and social science, English and more.

## Navigation Menu

## **Shortcuts**

The navigation menu is your LumieLabs "home base." Begin creating your digital story via 'Stories' or by creating a video 'Shot-by-Shot.' You can also easily access content you've uploaded through 'Uploads.'

## Personal

Access your completed videos, see your video projects in 'My Storyboards,' and access videos shared with you and your account settings through these personal icons.

## **Your School**

Access classroom sharing spaces with 'Team Walls.' All educators also have access to the 'Admin Panel.'

## Support

We are here to help! Access over 70 short and straight-tothe-point help videos to guide your journey of video creation. You can also contact our technical team for support at contact@eb.com.au

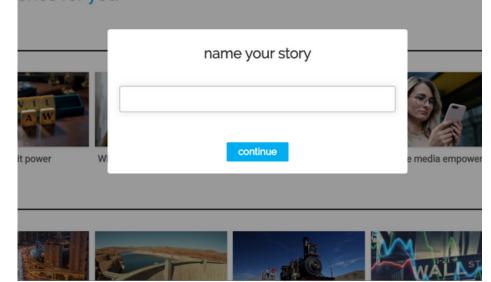
shortcuts				
stories	shot-by-shot	uploads		
personal				
my videos	my storyboards	my inbox		
my settings				
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## **Creating a Video**

## Shot-by-Shot +

Start creating your own original story by clicking on the 'Shot-by-Shot' icon.

## ichool ories for you



## **Name your Story**

Name your story and click 'Continue.' Story names can easily be changed at any point, so don't worry about the perfect title. After you click 'Continue,' the Editor Window will open (image below).



#### select a footage bin from above and find video clips to add to your story



## **Footage Bins**

One way students can access the 3 million royalty-free video clips is through these footage bins. Bins are arranged in a clear, visual hierarchy. This delivers unique, deep contextual and visual learning for students.

## **The Editor Timeline**

This is where you can drag and drop your video and audio clips and edit each clip to produce one cohesive final product. Also view your clip count and video length here.

## **Editor Window**

## Footage b

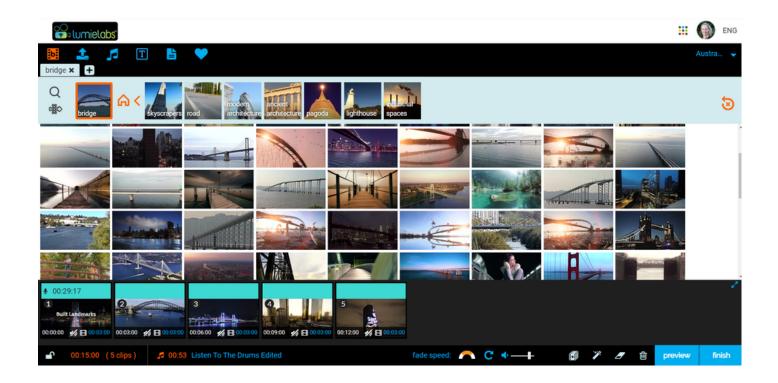
Access 3 million rightscleared professional video clips. Find content through footage bins or by performing a search. Click on the '+' icon to open additional search tabs.



Upload images, videos or audio to your storage space. Once uploaded, these can be dragged and dropped into the Editor Timeline. Also access the webcam to capture footage here.



Find 8,000 stock audio clips. Use the search icon or the filters to find the best track for your video. Preview the audio or add it directly to your storyboard.



## Title Cards

Add text cards with different colours and fonts. Find a variety of fonts and backgrounds to choose from.

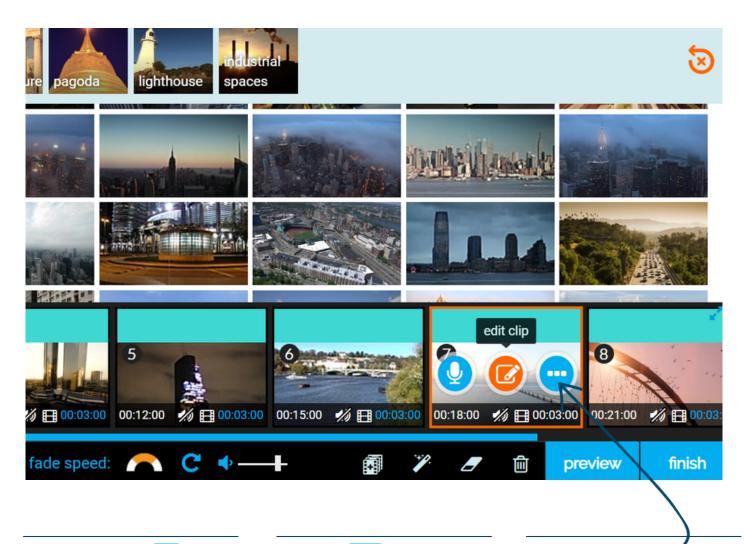


Add notes to your video or follow instructions from a video story.

## My Favourites 💙

Directly access your favourite content to use whenever you want. Drag a clip over the 'heart' icon to add to your favourites.

## **Editor Timeline**



## Add Voice-Over 🖳

To add narration, click on the 'microphone' icon and a new window will open. Record a new narration or choose narrations from previous projects or from your storage. Save your audio and select it to add it to your timeline.



Clicking on 'Edit Clip' opens the Clip Edit Window. Edit each clip to add text, overlays, filters, transitions and adjust the clip length.

## **More Options**

Start a preview, see related clips and delete clips with these additional options.

## **Clip Edit Window**

### Text

Add text and choose a font, size and colour for the text. Select text effects from a list of options to add to your clip.

Editor Timeline. This will lock the

timeline and edited transitions

based on your chosen beat

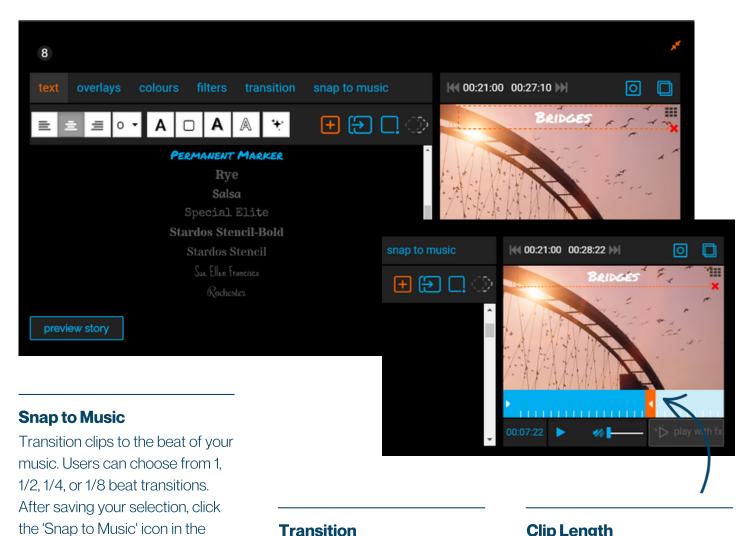
preferences.

### **Shapes & Overlays**

Add shapes to help emphasise a portion of the video clip close up. Change the appearance of the clip with overlays.

### **Filters**

Alter the appearance of your clip with colour and motion filters.



## **Transition**

Choose how one clip will transition to the next.

## **Clip Length**

Adjust the length of the clip. If you're using 'Snap to Music,' you can extend beat transitions by choosing 'Snap Left' or 'Snap Right.'

## **Finish a Video in the Editor Window**

## **Locking & Unlocking Timeline**

You can edit the points of all the shots in your timeline by unlocking it. This allows you to replace any shot with other clips and keep the timing of your story. To add more clips to your story and edit the length of individual shots, keep the timeline unlocked.

### **Music Features**

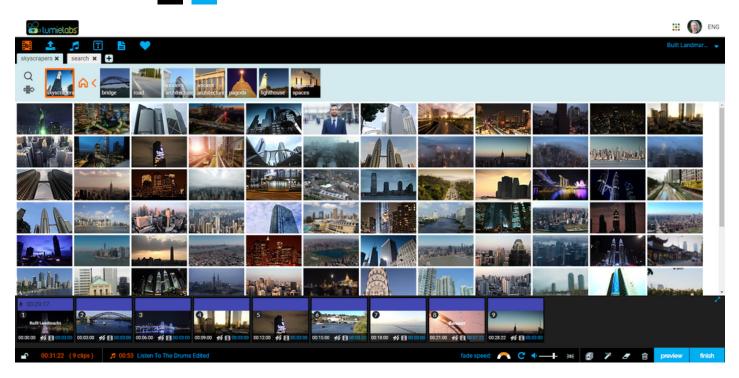
Want to make your audio really stand out? Control the speed at which your audio fades out, loop your music for continuous play and adjust the volume of the audio to hear the voice-over.



## **Additional Features**

Auto-fill your timeline with clips related to the project, add effects to your whole timeline, clear all text from your clips or delete all of the clips in your timeline with these additional features.





Preview preview

Click 'Preview' to watch your video before finishing it.

## Finish & Render

Click 'Finish' to render your video. Rendering in SD is fastest and perfectly suited for classroom use of student videos. A notification will let you know when your video is ready.

finish

## My Videos 🕑

Your completed video will be ready to access and share in My Videos, where you'll find all of your completed, individually-created videos, in one safe place.

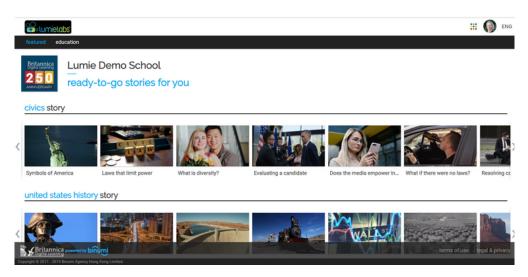
## **Ready-to-Go Stories**

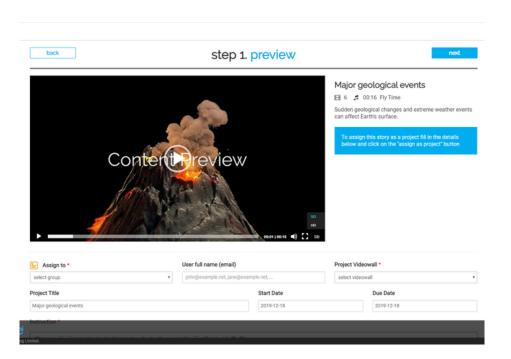
## **Stories**

Another way for users to create videos is through Stories. Stories are ready-to-go templates available right on the home page. These were designed to scaffold the video creation experience for students.

## **Curriculum Relevant**

This streamlined interface allows students and teachers to access hundreds of video templates, browsable by year level and subject area! Click 'Education' at the top left and choose your curriculum to get started.





## **Content Preview**

After selecting a story, you can preview some of the clips that are in this story template and read an overview of the goal. Students can self-select to get started with a template by clicking 'Next.'

## **Story Details**

Teachers have the ability to assign stories to their students. Select the group to assign to, choose where in the platform your students will turn in their finished video by selecting a Project Videowall and set start and end dates. Editing the project title is optional.

## **Ready-to-Go Stories Cont'd**

### **Editable Lesson Outline**

Each lesson template provides student instructions that can be used as is or edited and customised to align to your lesson objectives.

#### 

## Major geological events

Make a news report investigating major geological events such as earthquakes, volcanic eruptions and tsunamis in Australia, the Asia region and throughout the world.

### Print

The option to print the instructions is available for those students who prefer a physical copy or for group work.

#### About the Genre

A TV news report tells viewers about events that have been happening in their local, national, or international area. News reports begin with a catchy lead to grab people's attention. A television reporter then reads the news and explains the five Ws of the story—who, what, where, when, and why.

#### Complete the steps below.

Step 1: Decide what topic or event you will cover in your news report. You may want to ask your teacher for some suggestions.

Step 2: Do some research on the main idea of your news report. Remember that reporters focus on the most interesting facts and details. Pick some video clips from your video library. Be sure to choose clips that illustrate your main ideas.

Step 3: Write the script to your video. Remember that a news report begins with a strong lead that explains the 5Ws-what, who, where, when, and why. It explains why the topic or event is important to the audience.

Step 4: You are the news reporter! Record a video of yourself holding a microphone and reading the news report. Be sure to speak in a clear and interesting tone. Add your reporting clips to your video. Add additional audio where needed.

Step 5: Make a title card with a title for your news report. Try to catch your audience's attention!

Step 6: Click "finish" and "ok" to finish your video.

Step 7: Go to "My Videos" and share your finished news report with your teacher.

## **Assign as Project**

Click 'Assign as Project,' and this story template will be assigned to your students. They will receive a notification of the assignment and can view the student instructions from the Notes section of the Editor Window.

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print assign as project

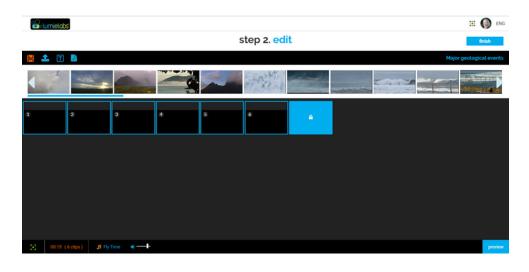
## **Ready-to-Go Stories Cont'd**

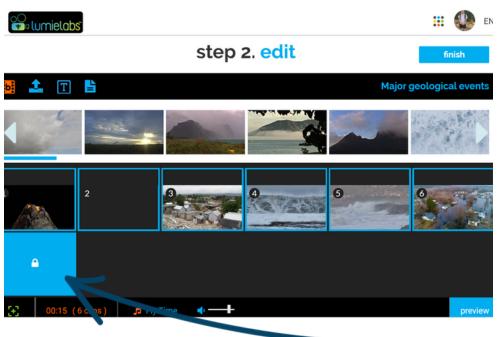
## **Quick Editor**

Story templates have a set number of video frames provided in your timeline. Additionally, an audio track is pre-selected to aid in scaffolding the video-creation process. Editing features are limited in this mode.

## **Swap Content**

Here you can see all of the preselected video content. Drag and drop any clip into the Editor Timeline. This timeline is locked, meaning it will only hold a certain number of clips.





### Finish

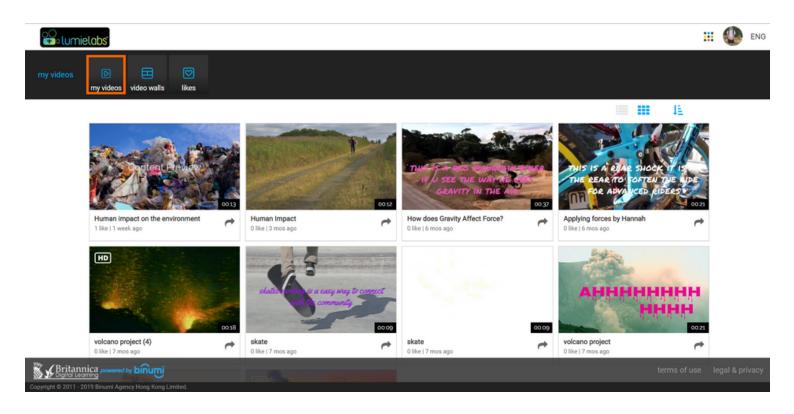
When you are ready, you can preview your video. If no changes are needed, finish your video by clicking 'finish.'

## **Pro Mode**

Want more freedom with this story? Click on the 'Shot-by-Shot' icon to enter pro mode. A duplicate storyboard will be created that allows you to have full editing capabilities and find content and music outside of the clips provided.

## My Videos 🕑

My Videos is a safe space that only you have access to. It houses all of your completed videos. From here you can access options for sharing inside and outside of the LumieLabs platform.



### **My Videos**

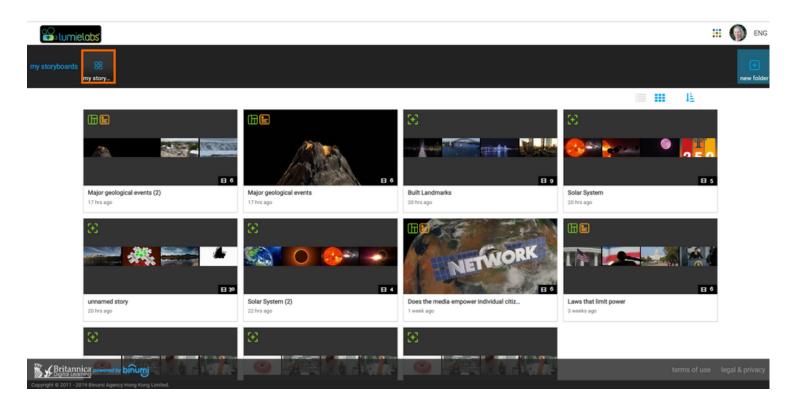
Only you can see your completed videos! From here you can play your videos, share inside the platform, get external links, download for use outside of the platform, re-create videos and/or delete them if you no longer need them.

## **My Likes**

With My Likes you can view videos that you have previously "liked."

## My Storyboards

My Storyboards is where all of your unfinished videos are stored. So if the bell rings and you haven't finished, no worries! When you're ready to continue working, you can find it here and begin editing. The storyboards for finished videos can also be found here, and they are editable too.



## My Storyboards



When you're ready to continue creating an unfinished story, click on the 'Edit' icon and jump in right where you left off. You can also re-create a storyboard, share it with someone else to finish or delete it if you no longer need it.

## **Renaming Videos**



Need to rename your video? You can always retitle your video by clicking the 'pencil' icon and entering the new name.

## **Videos in LumieLabs**

Once students create videos, they will want to share them! All sharing starts from My Videos. To share videos within the platform, start by clicking on the grey 'Share this Story' icon.

Choose to share to Team Walls or Assignment Walls. The chosen wall will be outlined in orange. Next, click 'Post'!

Columielabs	share video	II 💮 ENG
	john@example.net, jane@example.net,	
my videos 🕑 🕅 my videos likes	select group 🔻	
	write your message # add tags @ add location Share to social networks and video walls	
Solar System 0 like   21 hrs ago	The Lu Daily Explorin Creelman	
Britannica powered by binumi	cancel post	terms of use legal & privacy
Copyright © 2011 - 2019 Binumi Agency Hong Kong Limited.		

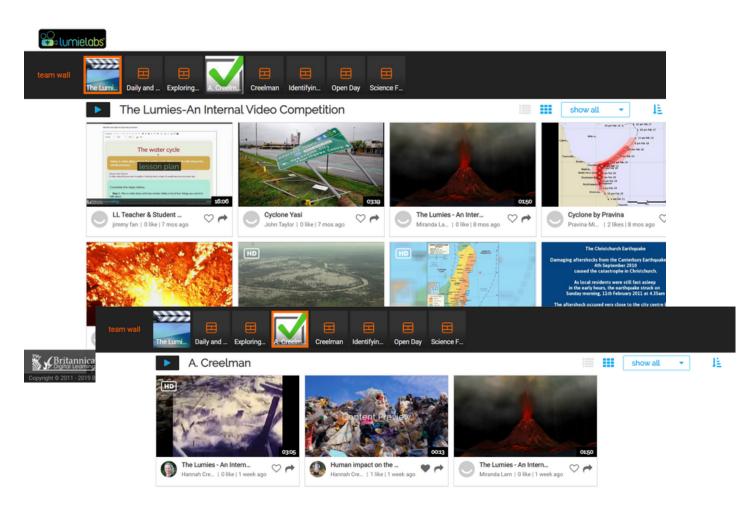
## Team Walls DD

Your Team Walls are walls for the whole class. All the students in your class are on this Team Wall and additional support staff can also be added. This is the place where students will post their video projects.

## Assignment Walls

Educators also have an Assignment Wall, denoted by a check mark image and an "A" in front of the teacher's name. Assignment Walls function as a place where students can privately post their videos for educator feedback. Students are only able to view the videos they posted to this Assignment Wall. Here, teachers can comment on any video freely.

## Team Walls



## **Team Walls**

On Team Walls students and educators can post their videos for others to see. Only others invited to that wall will have posting and viewing access.

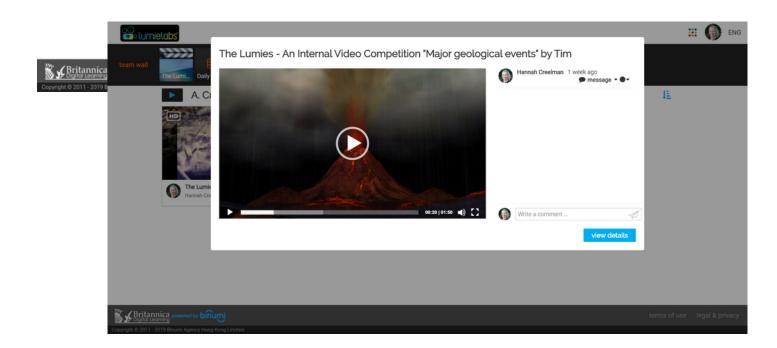
## **Connecting & Liking**

As a member of a wall, you can "Like" and comment on posted videos. Comments can be either public, meaning anyone with access to the wall can view the comments or private.

### **Additional Team Walls**

There can also be additional Team Walls that allow for multiple classes or whole schools to be a part of, for school-wide video contests, a whole year-level activity, and more!

## Assignment Walls



## **Educator View**

Assignment Walls are marked by a green check-mark image and an "A" in front of the teacher's name. Here, students can privately post their videos for educator feedback.

### **Student View**

Students can only see the videos that they post on here. If a teacher comments to change something in the video, the student can make changes before re-posting to the Team Wall.

## **Additional Information**

If a video is ready to go, as in no changes are needed, both teachers and/or students can post the final video from the Assignment Wall to the class Team Wall.

## Videos Beyond LumieLabs

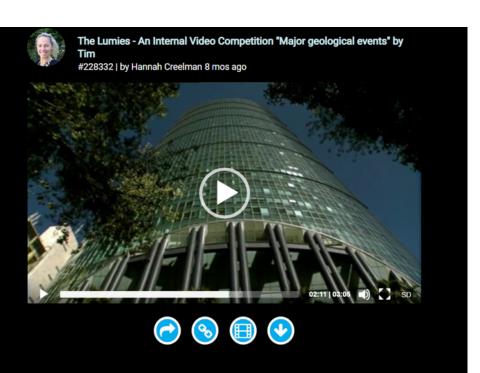
## **Getting Started**

Want to share videos with parents and friends? To use a video outside of LumieLabs, click the 'Play' icon.



### **View Details**

Click the blue 'View Details' button to open the video in a separate window to see the sharing options.



Embed Code 📀

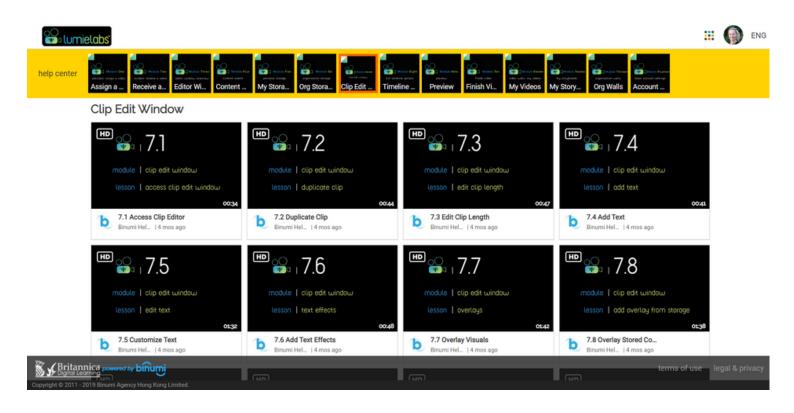
The 'Embed Code' icon provides a URL for sharing and a code to embed videos. LumieLabs login is not necessary to view by this method.

## Download Video 🕑

Want more freedom with this story? Click on the 'Shot-by-Shot' icon to enter pro mode. A duplicate storyboard will be created that allows you to have full editing capabilities and find content and music outside of the clips provided.

## Help Centre 🧿

Access over 70 short and straight-to-the-point help videos to guide your journey of video creation. Find easy-to-follow modules that walk you through each step in the digital storytelling process.



### **Help Videos**

Want to see something discussed in this guided tour in action? Access over 70 help videos through the Help Centre. There you'll find 14 modules that break down everything from the Clip Edit Window to Account Settings.

### **Assignment Walls**

Need additional support? Britannica has a full staff of Education Consultants and Technical Support Teams to provide support. Reach us at contact@eb.com.au

## **Notes**


Access ID	
Passcode	
Username	
Password	



To learn more, contact us: Web: elearn.eb.com | Email: contact@eb.com.au | Phone: +61 2 9915 8800

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