

3C Media Solutions LTI

Overview

3C Media Solutions offers system-wide digital storage of videos and files and provides on-demand video streaming and video conferencing services to the faculty, staff, and administrators of the 114 campuses in the California Community Colleges System.

The 3C Media LTI was created to provide an instructor the ability to access their 3C Media Solutions' media library directly from within Canvas, and insert that media into their course/s. It's worth noting that the media in an instructors account can be accessed via two ways: 1) from within Canvas using the 3C Media LTI, as detailed in this document, or 2) from the 3C Media Solutions website. The media presented will be the same regardless of which way it is accessed.

*LTI is an abbreviation for Learning Tools Interoperability. It allows easy integration of external tools into your Learning Management System (LMS) as single-sign-on tools.

Initial access to the 3C Media LTI

When an instructor initially accesses the 3C Media LTI, it will try to sync the email address the instructor is logged in to Canvas with to an existing 3C Media Solutions account.

If a matching email address is found, the system will connect the instructor's information to their existing 3C Media Solutions account and they will have immediate access to their media, (they can skip to Step 2).

If an account is not found, the instructor will be prompted to create an account, or to contact 3C Media Solutions for support, (see Step 1).

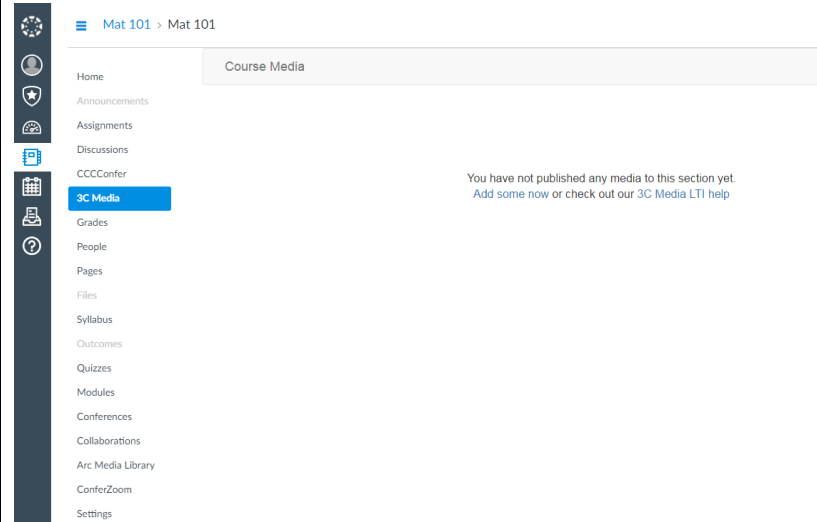
Note: Is required that Instructor is enrolled to the course with teacher role.

<p>Step 1</p> <p>Requesting a 3C Media Solutions account from within the LTI</p> <p>When a matching email address is not found, this page will prompt the instructor to enter a user name (suggesting the email address from which the user is currently logged in as) and a password. Click "Create Account".</p> <p>The new account will be created with faculty level privileges, (ability to upload).</p> <p><i>Note: Creation of an account within the 3C Media LTI in Canvas gives the instructor access to his/her account on the 3C Media Solutions website as well. The same email and password entered here can be used to log into their account at 3cm mediasolutions.org.</i></p>	<div data-bbox="869 613 1940 805" style="background-color: #fff9c4; padding: 10px;"><p>We could not match your email address 'events@cccconfer.org' with a 3C Media Solutions account.</p><p>If you already have a 3C Media account, please contact support@3cm mediasolutions.org for assistance.</p><p>If you do not have an account, you can create one using the form below.</p></div> <h3 data-bbox="869 834 1289 867">Request 3C Media Account</h3> <p data-bbox="890 886 995 902">User Name</p> <input data-bbox="890 919 1289 967" type="text" value="events@cccconfer.org"/> <p data-bbox="890 1000 995 1016">Password</p> <input data-bbox="890 1032 1289 1081" type="password"/> <p data-bbox="890 1114 1058 1130">Confirm Password</p> <input data-bbox="890 1146 1289 1195" type="password"/> <p data-bbox="890 1227 1058 1260">Create Account</p>
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Step 2

This page will prompt the instructor to start uploading media and/or publishing content to their course.

To get started, click 'Add some now'.



Step 3

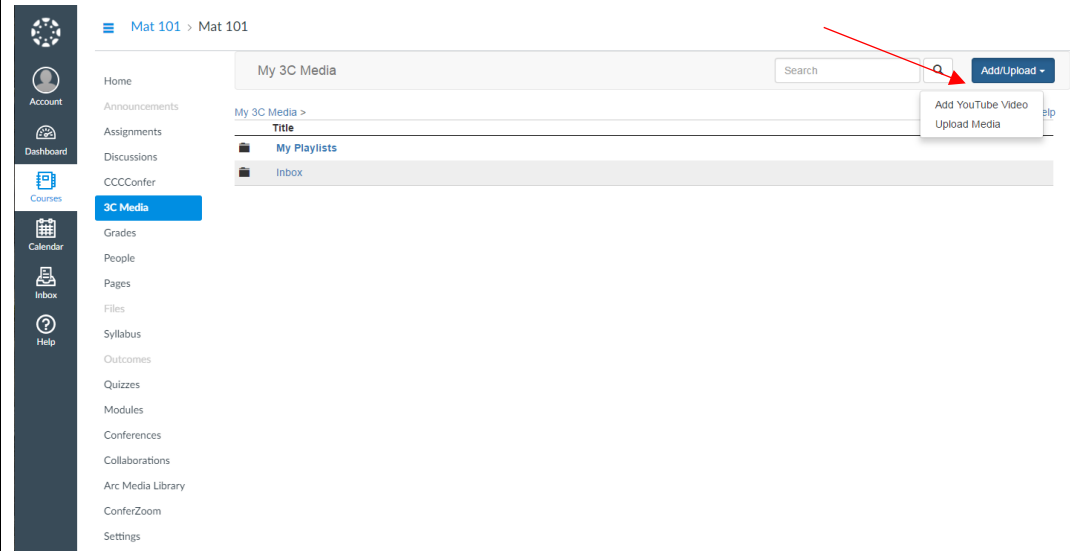
If the account is new, the screen to the right will be shown.

If the instructor has an existing 3C Media account and has uploaded media, it will also appear.

Instructors will be presented with three options:

- 'Add YouTube Video' (see 3.1)
- 'Upload Media' (see 3.2)
- Or, if there is existing content, that will be able to be selected

Note: Media uploaded via the 3C Media LTI will also be available from the instructor's 3C Media Solutions account.



Step 3.1

To 'Add YouTube Video':

1. Select "Add YouTube video" from "Add/Upload" drop down button
2. From YouTube, copy the 'share' link to the video you want to add to your account
3. Paste the link into the "YouTube ID or link" box in Canvas (shown at right)
4. Click "Add"

The ability to modify title and description will be available immediately after the video is added to the Media Library.

Upload/Add Media

[My 3C Media > Media Library](#)

YouTube

YouTube ID or link

Add

Step 3.2

To 'Upload Media':

1. Select "Upload Media" from the "Add/Upload" drop down button
2. Select, or drag and drop the file (shown at right)

The ability to modify title and description will be available immediately after the video is added to the Media Library.

Upload/Add Media

[My 3C Media > Media Library](#)

Upload

3CMedia accepts files in the following formats: mp4,m4v,mkv,flv,wmv,avi,mov,mpg,mp3

Standard mp4 files (h264, AAC) are preferred and will be processed more quickly. Other formats will require time to convert.

Please click "Select file", or drag and drop to choose the video you want to upload. Then click "Upload" to begin uploading.

An indicator will show the upload progress Please wait for the page to refresh and indicate your upload is complete

Select file

Upload

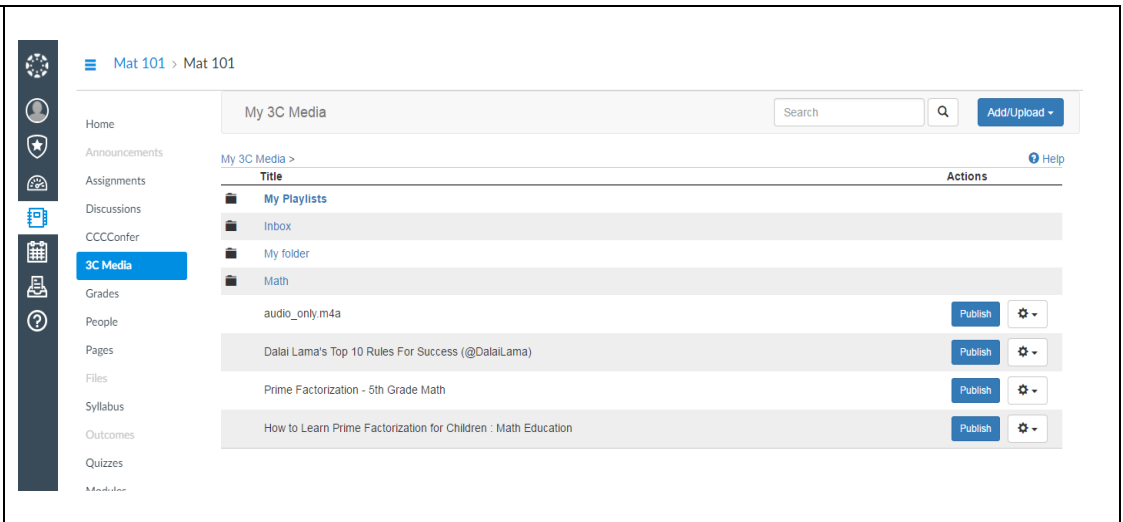
Drop file here

Step 4

When the instructor has finished uploading media and processing is complete, the video is ready to publish or insert into a course and will be displayed on the “My 3C Media” page, (shown at right).

From the “My 3C Media” page the instructor can choose to view, edit, publish, or add captions to the media.

These options will be explained later in this document.



The screenshot shows the 'My 3C Media' page in a learning management system. The page is titled 'My 3C Media' and has a search bar and an 'Add/Upload' button. The page is organized into a table with columns for 'Title' and 'Actions'. The table contains the following items:

Title	Actions
My Playlists	
Inbox	
My folder	
Math	
audio_only.m4a	Publish [Settings]
Dalai Lama's Top 10 Rules For Success (@DalaiLama)	Publish [Settings]
Prime Factorization - 5th Grade Math	Publish [Settings]
How to Learn Prime Factorization for Children : Math Education	Publish [Settings]

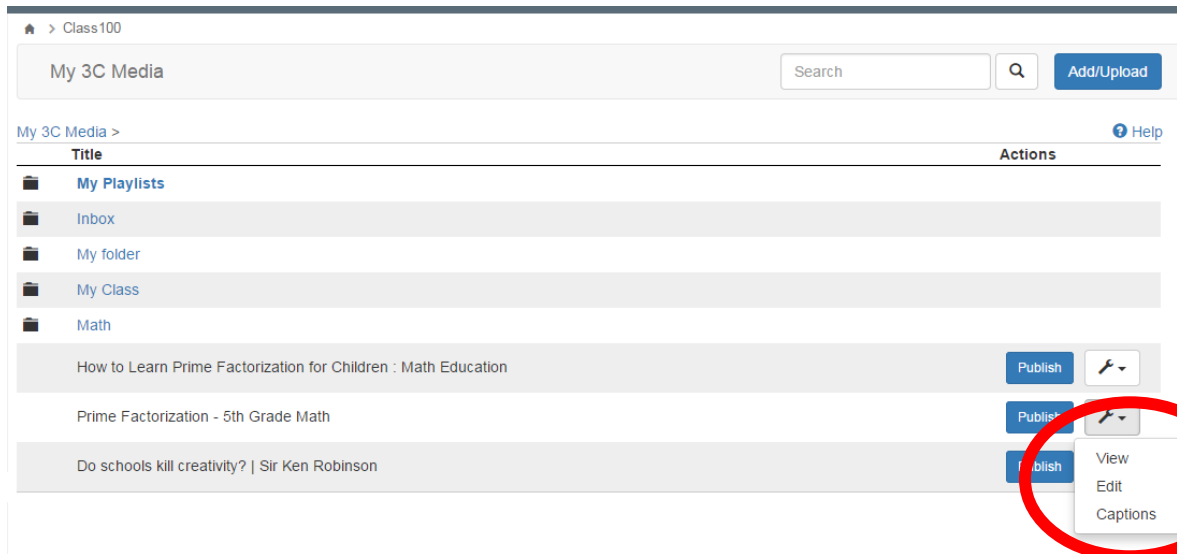
Managing the 3C Media Solutions Media Library from within Canvas

REMINDER: Two things are necessary in order for an instructor to access their 3C Media Solutions content from within the LTI:

- 1) The instructor needs to have a 3C Media Solutions account
- 2) The email address the instructor uses for accessing their Canvas account must be the same email address they use/d to establish their 3C Media Solutions account.

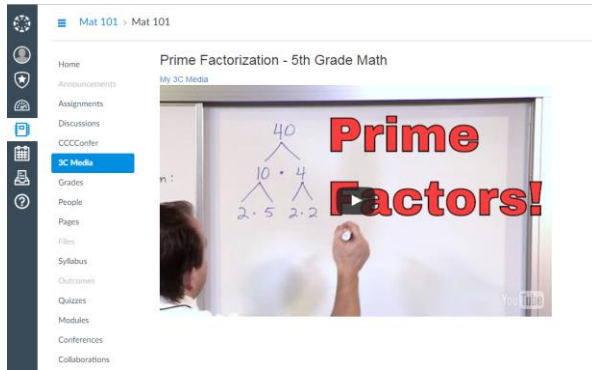
After the instructor account has synced with the 3C Media Solutions database, instructors will have access to their 3C Media Library and will have the options to

- View
- Edit
- Captions (request closed captions, available for user-owned, instructional media only)



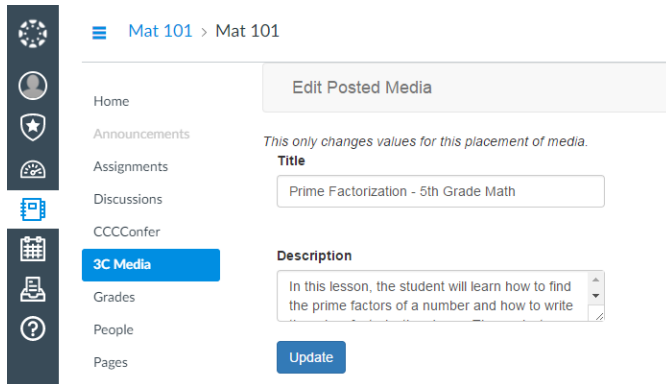
View

Instructors will have the option to view the video for review purposes. Here is an example of what instructors will see when they click on 'View':



Edit

Instructors can edit the title and description for their media. This information will change the original media/video and will be applied to the media in their 3C Media Solutions' account as well.



Captions

In partnership with the DECT Captioning Grant, 3C Media Solutions provides instructors the ability to request Closed Captioning for their instructional videos. This is possible either directly from the instructor's 3C Media account or from within the 3C Media Canvas LTI. To request captions within the LTI, click on the wrench icon, select "captions", fill out, and submit the form.

The screenshot shows a web form titled "Request Captioning". At the top, there is a breadcrumb trail: "My 3C Media > Media Library". Below this is a disclaimer: "Funding covers instructional content. English only. We are not able to support captioning for videos hosted on YouTube, nor are we able to offer translation services. Every caption submission is paid for. In effort to conservatively use the state-allocated funds, please do not submit 'test' or other trial videos. For more information, please see the 'help' section from within your account." The form contains several input fields: "Title" (with the text "audio_only.m4a"), "Length", "Author", "Section#/CRN/Ticket", "Term" (a dropdown menu currently set to "Fall"), and "Notes". A blue "Request" button is located at the bottom left of the form.

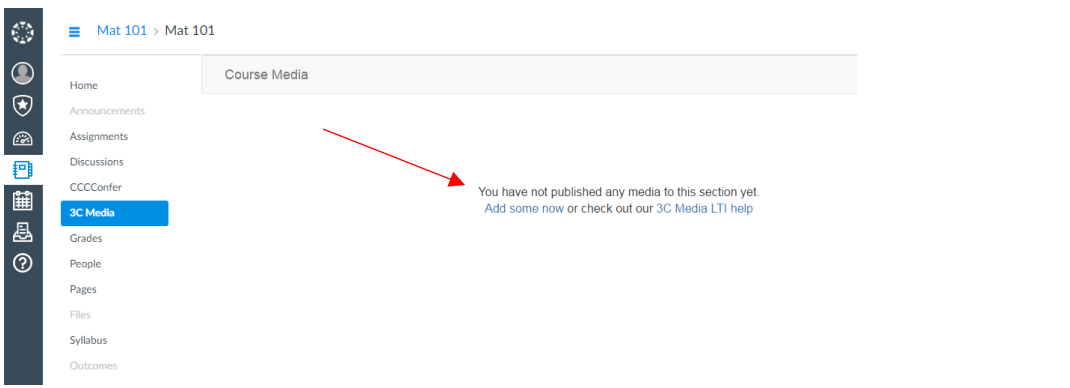
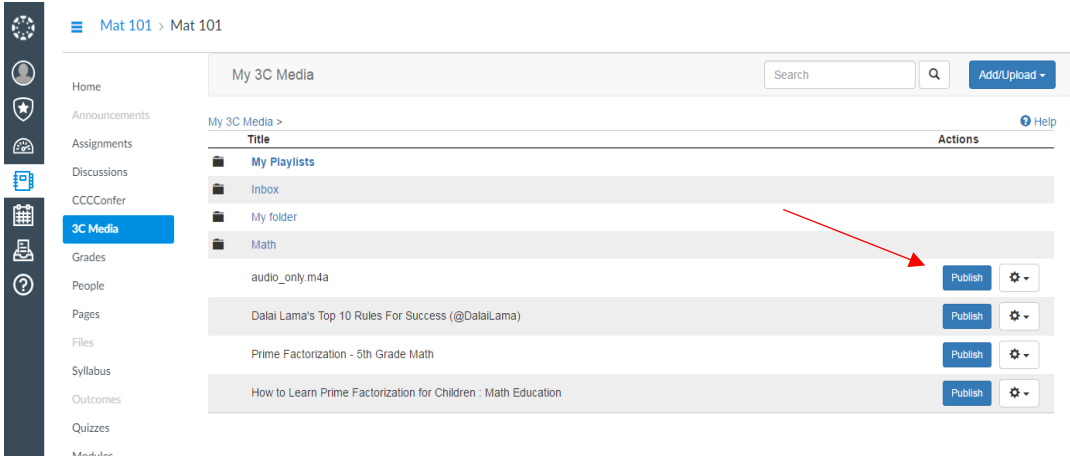
The caption file will automatically be added to the media (usually within 5 working days) and available from the instructor's 3C Media account, (both direct and via the Canvas LTI). **Please note:** Due to funding restrictions, we cannot support captioning of YouTube videos. In order to submit for captions thru 3C Media Solutions, you will need to be the owner of the media, upload the media to your 3C account and then request captions.

There are different ways to add media to a Canvas course. An explanation of each follows.

Adding media to a course on a Top Level

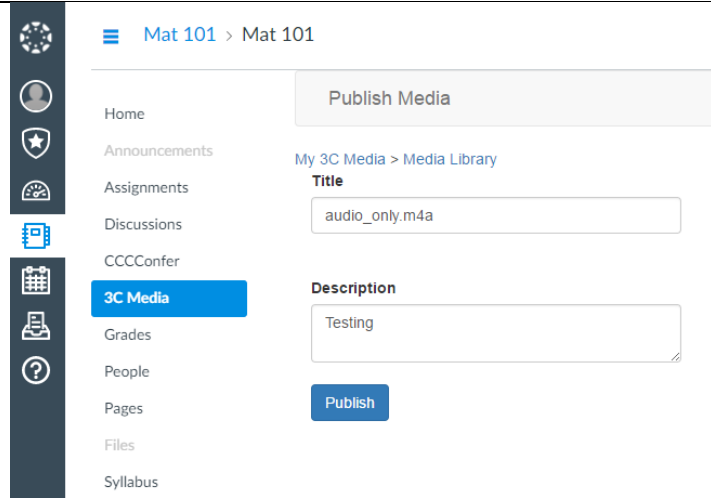
These steps will show you how to add media/video to a Canvas course on a top level.

Note: "Top level" is the page content an instructor can see when clicking on 3C Media LTI link from the course navigation.

<p>Step 1</p> <p>This page will be displayed when there is no media published on the top level.</p> <p>Instructors can click on 'Add some now' for their 'My 3C Media Library' to show.</p>	
<p>Step 2</p> <p>'My 3C Media' page will display all media from the instructor's 3C Media Solutions account as well as media uploaded within the Canvas 3C Media LTI, (meaning what the instructor see here, he/she will also see in their 3C Media Solutions account, including the structure of folders that have been created and any other media files).</p> <p>In order to make media visible to students, the instructor needs to click 'Publish'.</p>	
<p>Step 3</p>	

This page allows the instructor the ability to change the title and/or description to be used on instructor's course, (optional).

When finished, click 'Publish'.



Mat 101 > Mat 101

Home

Announcements

Assignments

Discussions

CCCConfer

3C Media

Grades

People

Pages

Files

Syllabus

Publish Media

My 3C Media > Media Library

Title

audio_only.m4a

Description

Testing

Publish

Step 4

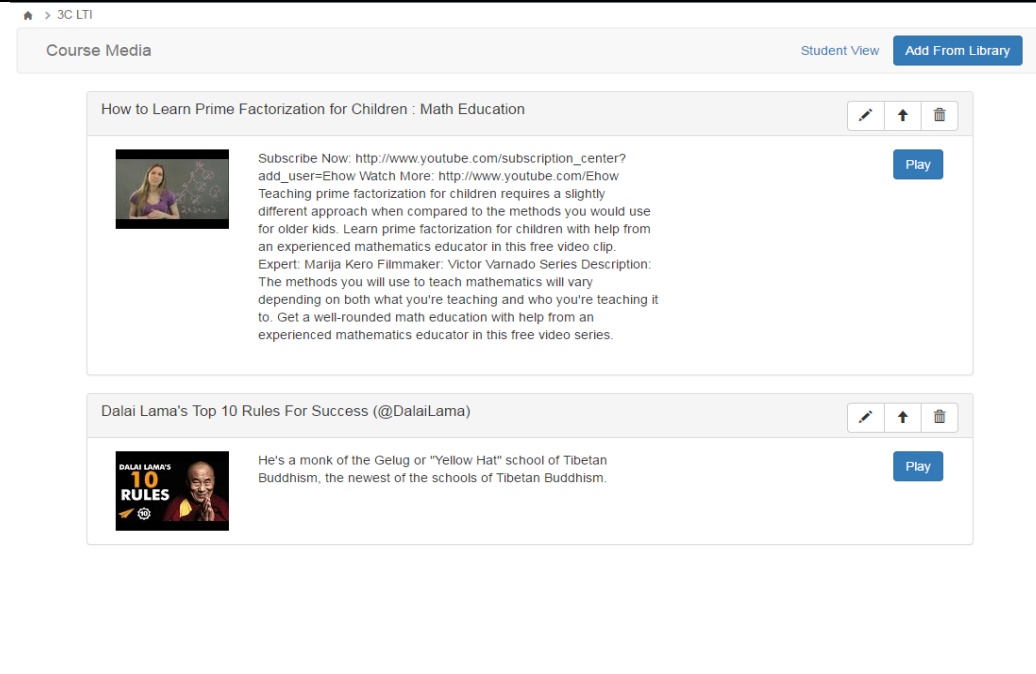
After the media has been published/added to a course, an example of what will be displayed is shown to the right.

In this example there are two videos in the Canvas course. Options to play, edit, re-order, or delete are available.

Deleting from here will only remove the video from the course, it won't be deleted from the user's 3C Media account and will still be available for inclusion again at any time.

The instructor can continue to add more media, by clicking on "Add From Library" (in the upper right corner).

When doing that, they will be taken back to the view of "My 3C Media".



> 3C LTI

Course Media Student View Add From Library

How to Learn Prime Factorization for Children : Math Education

Subscribe Now: http://www.youtube.com/subscription_center?add_user=Ehow Watch More: <http://www.youtube.com/Ehow>

Teaching prime factorization for children requires a slightly different approach when compared to the methods you would use for older kids. Learn prime factorization for children with help from an experienced mathematics educator in this free video clip.

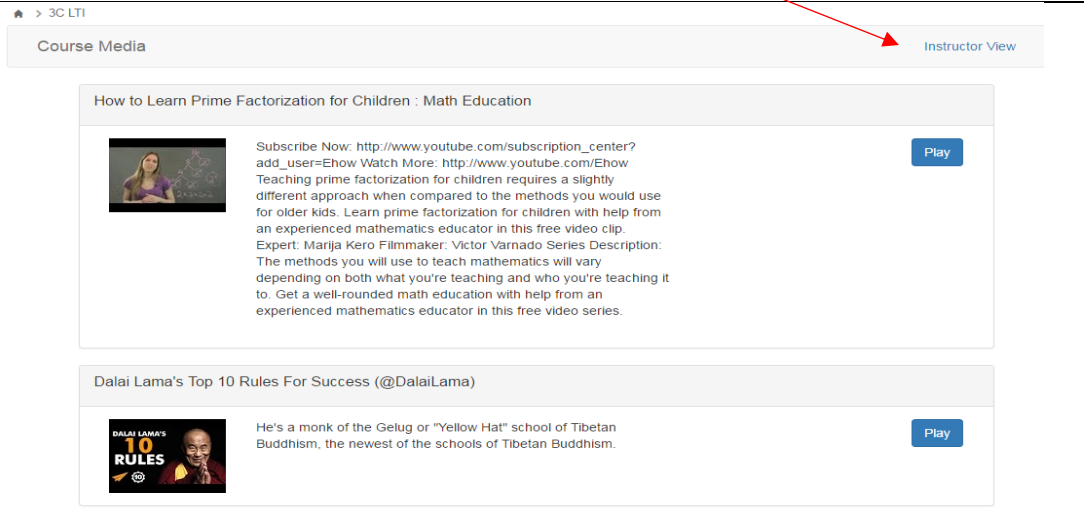
Expert: Marija Kero Filmmaker: Victor Varnado Series Description: The methods you will use to teach mathematics will vary depending on both what you're teaching and who you're teaching it to. Get a well-rounded math education with help from an experienced mathematics educator in this free video series.

Dalai Lama's Top 10 Rules For Success (@DalaiLama)

He's a monk of the Gelug or "Yellow Hat" school of Tibetan Buddhism, the newest of the schools of Tibetan Buddhism.

Step 5

By clicking on the “Instructor View” or the “Student View” link in the upper right corner, an instructor can test both views before giving access.



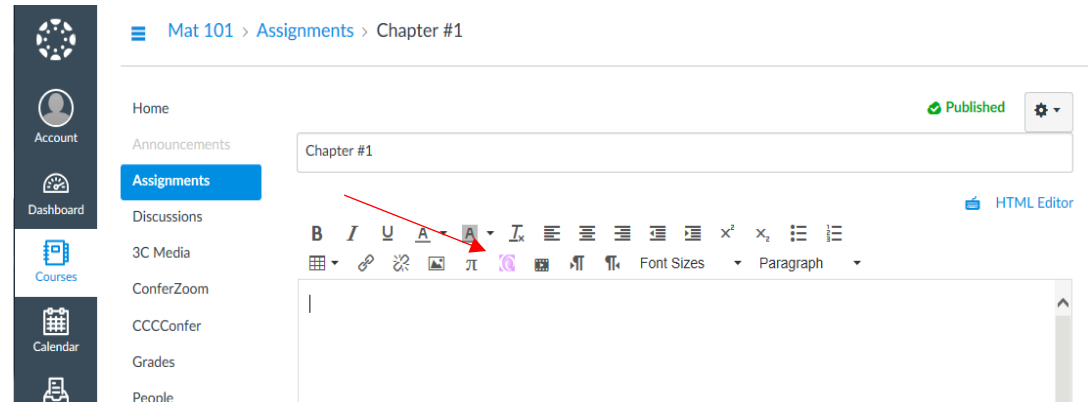
The screenshot shows the 'Course Media' section of a Canvas course. At the top right, there is a link for 'Instructor View' with a red arrow pointing to it. Below this, there are two video thumbnails. The first is titled 'How to Learn Prime Factorization for Children : Math Education' and includes a 'Play' button. The second is titled 'Dalai Lama's Top 10 Rules For Success (@DalaiLama)' and also includes a 'Play' button.

Adding media to a course using the Canvas Editor

Videos can be added to an assignments, discussions, or any other module where the Canvas editor is available.

Step 1

From within the editor, an instructor can access their 3C Media Library and add media to their Canvas course by clicking on the purple 3C Media icon.



The screenshot shows the Canvas Editor interface. On the left sidebar, there is a purple icon representing the 3C Media Library. The main content area shows a rich text editor with various formatting options like bold, italic, underline, and text color. A red arrow points to the 3C Media icon in the sidebar.

Step 2

After the 3C Media icon is selected, “My 3C Media Library” will be available for the instructor to select from.

Add media by clicking on the “Insert” button next to the item to be inserted.

Title	Actions
Inbox	
My folder	
My Class	
Math	
How to Learn Prime Factorization for Children : Math Education	insert
Prime Factorization - 5th Grade Math	insert
Do schools kill creativity? Sir Ken Robinson	insert

Step 3

The media/video has been added to an assignment from Canvas Editor. Click ‘update’ assignment (bottom of the page) to save changes.

Published

Assignment 3

HTML Editor

Embed code from 3cmedia

Points: 10

Assignment Group: Assignments

Display Grade as: Points

Submission Type: No Submission

Step 4


This is how the instructor will see a 3C Media embedded video on an assignment.

> Class100 > Assignments > Assignment 3

Assignment 3

Published [Edit](#)

Embed code from 3cmedia



Points 10

Submitting Nothing

Due	For	Available from	Local: May 8, 2015 at 12am Course: May 8, 2015 at 1am	Until
Jul 31, 2015	Everyone	May 8, 2015 at 12am		Jul 31, 2015 at 11:59pm

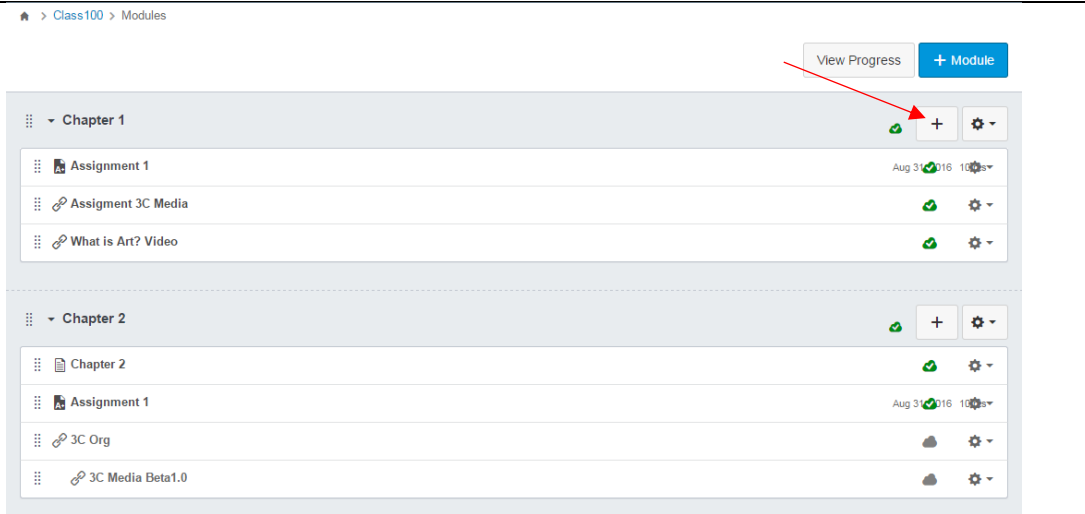
[+ Add Rubric](#)

Adding media to a course on a Canvas Module

Instructors can add 3C Media videos from Canvas modules, by following the steps in this section.

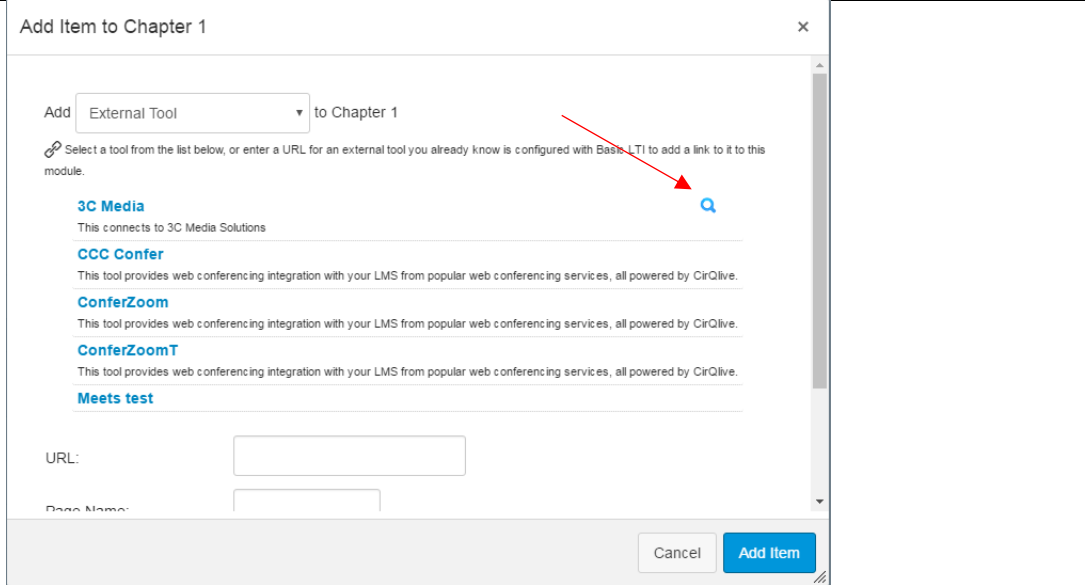
Step 1

Go to modules from the Canvas navigation, then select add item or plus (+) sign.



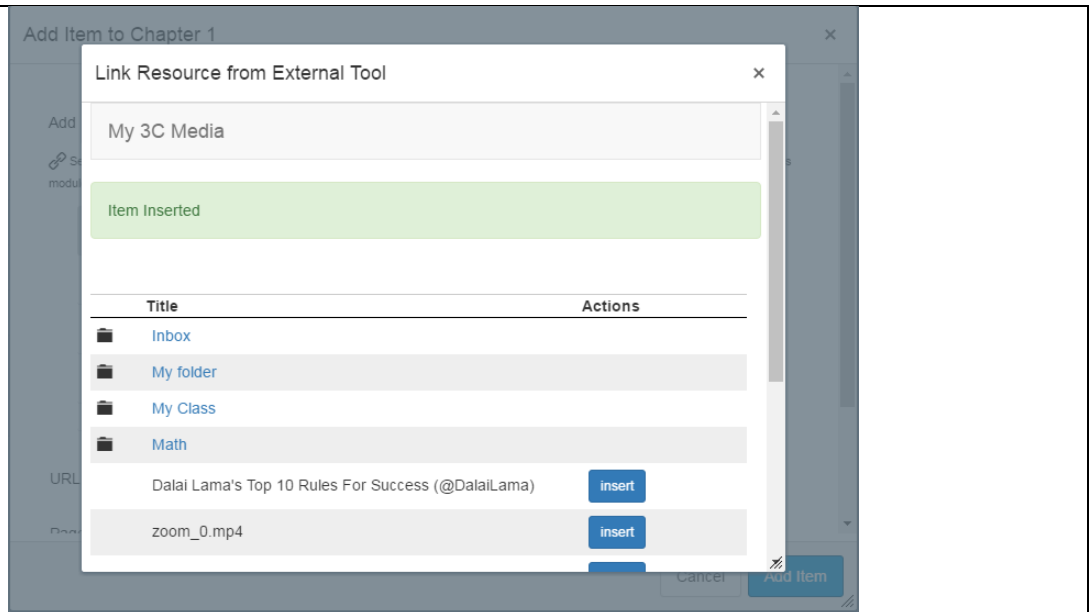
Step 2

Select 'External Tool' and then click the search icon to look for the 3C Media Library.



Step 3

Select from the 3C Media Library and insert media/video into the Canvas course.



Step 4

This page shows how the instructor can see the locations of 3C Media on a module.

From here the instructor can manage the item as they do other items in Canvas - changing title, indenting, moving or removing.

