

## Instructions for Submitting Your Assignment: Screen Recording

These instructions assume you have completed the preparation steps as listed in the assignment, which include completing your data analysis, deciding on your business process change recommendation for Dognition, drafting the outline of your presentation, designing your Tableau Story following the assignment requirements, and practicing your presentation to ensure it is 4-5 minutes in length. Please remember, your presentation should be in English to make it easier for your peer reviewer (who might be from any country in the world!) to grade.

You are here because you are ready to record your presentation! You can do this with any software designed for recording your screen movements plus your voice/audio, including ScreenFlow, Camtasia, or Jing. You must be able to post the video that you create online, share it so that all Coursera learners could view it if given a link, and paste the link into your peer review assignment submission field.

One option is to use Jing for screen recording plus Screencast.com for sharing:

1. Download and install Jing on your computer from <https://www.techsmith.com/jing.html>.
2. To learn how to use Jing, watch any tutorial videos that you feel would be helpful to you: <https://www.techsmith.com/tutorial-jing.html>.
3. Make sure you have a working microphone on your computer; do a test recording in Jing and play it back to make sure you can hear yourself clearly.
4. When you're ready, record your presentation, speaking your script into your microphone and recording yourself navigating through your Tableau Story.

NOTE: One of the benefits of Tableau Story Points over PowerPoint slides, is that Story Points are interactive. If it suits the points you are trying to make, feel free to interact with your Story Points as you speak, and Jing will record the adjustments and the changes in your charts. Your peer reviewers will be able to watch those changes in-motion, just as if they were in the room with you giving a live presentation.

5. Watch the recording of your presentation to be sure it is the way you want it. If not, re-record the presentation until you feel it is satisfactory.
6. Share the video at Screencast.com (the online sharing site associated with Jing). To do this:
  - Create a free <http://screencast.com> account if you don't already have one (this account does not need to be set up using your Coursera email address).
  - Upload your file to Screencast.com and put it within a folder in your Screencast.com media library (the folder name does not matter).
  - Assign the folder the privacy level of "Public" or "Hidden."

- Obtain the URL of the video file and post that in Coursera as your assignment submission.

If you choose to use a screen recording software other than Jing, you could post your file on YouTube:

1. Save your video to your computer.
2. Go to <http://youtube.com> and create an account, if you don't already have one. If you do not wish to be identified, create a new account with a pseudonym. (Note: for those users who cannot or do not wish to access Youtube, there are a number of other video sites that will work for this assignment, such as [ToDou](#) or [Youku](#) in China.) However, the rest of these instructions are specific to Youtube.
3. Sign in, and then click on the Upload button at the top of the page.
4. Click on the "Select files to upload" in the middle of the screen and then locate and click on your video to upload it.
5. Go to your "Video Manager" page by clicking the Video Manager button at the bottom of the screen.
6. Select the video you want to make "unlisted." Click the "Edit" button to access the video's settings.
7. In the Privacy drop-down menu on the middle-right section of the page, with the options "unlisted," "public," or "private," select "**unlisted**." By selecting "unlisted," your video will be hosted by Youtube but cannot be found by searching on Youtube - however, it will be accessible on Coursera once you embed a link. Selecting "private" settings will **not** allow your classmates to see your video. Problems with setting your video as "unlisted"? See YouTube's [help page](#).
8. Click the "Save Changes" button. Once you've done this, your video will be an "unlisted" video. This is available only to people in this class, who have the URL. Please respect the privacy of others; do not share other people's URLs unless you have their written permission!
9. **Copy the URL from your video (in the box to the right of the video) and paste it into the URL field of the My Submission section of the Peer Review.**