GETTING STARTED

Tip 1: Watch The Home Page Tutorial located on the Films on Demand home page to become acquainted with the basics of the database. To use the database from off campus, first, you will login with your library card barcode number. Second, you will login with your User ID.

TIP 2: To create a Playlist, or use the My Favorites or My Preferences features of the database, you must create your own User ID and log in. This is also necessary to be able to embed segments or parts of specific videos in an online class. (Note that you can add whole videos without logging in.)

1. Open the database from the Research Databases page by clicking on the Films on Demand link (also linked in most subject areas).
2. At the top of the Films on Demand page, you will see a User Log In button.
3. After opening that page, you can create your own account. You will receive a confirmation email.

FINDING VIDEOS:

1. Browse the Subject Lists on the Home page of the database.
2. Or search for videos by keyword or keyword phrases, video titles, segment titles or performers.
3. Notice that each video will have a Title URL located below the viewing window for that video. Use this URL to add a link to an ANGEL class. See more on Adding Video to an Angel Classroom.
CREATING A PLAYLIST

Tip: Log in to your account to use the Playlist feature.

When you have found a video you wish to add to a playlist,
1. Click on the Playlist tab located under the viewing window for the video.
2. Highlight the “Add All Segments” or a particular segment of the video. If you only wish to show one segment of a video create a playlist for that segment alone.
3. Choose to “Add to an existing playlist” or “Create a new playlist.”
4. Click on the appropriate Add button.
5. You will see a message confirming the addition of the video or segments to your playlist.

To see your Playlists:

Click on the My Playlist tab at the top of every Films on Demand page. Each Playlist you have created will be displayed with a date of creation and a Playlist URL. The URL will be used to add a playlist to an online class or to share a list.
USING MY FAVORITES

**Tip:** Log in to your account to use the My Favorites feature

When you have found videos you may wish to use in the future, keep track of them by adding them to a folder in **My Favorites**.

1. Under the viewing window for a film you wish to add to your favorites, click on the Favorites tab.
2. Add the video to an existing folder, or create a new folder.
3. Click the appropriate Add button.
4. You will see a confirmation message. This item has been added.

To see your Favorites:

Click on the **My Favorites** tab at the top of every *Films on Demand* page. You will see all of the favorites folders you have created. Open a folder to see the videos you have added to that folder.
SHARING A VIDEO

**Tip:** It is not necessary to log in to your account to use the Share feature.

Below the viewing window in the details page of a video, you will see a Share tab.

1. Click this tab to open an email form.
2. When the email form opens Enter the recipient email address, and your email address.
3. Click the Share button. The video will be sent.
4. The recipient will find a description of the video and a link to play it in his email – no login will be required.

You will receive a message saying:

If you wish to send the video to another recipient, click that button and enter the new email address. To send to multiple recipients, send from My Playlists. You will be able to enter multiple email addresses.

The recipient’s email: A description of the video and a link to view it will be in the email message. No log in to view the video is required to view the video on campus. Just click on the URL to view the video. Off campus, login with your library barcode number or Films on Demand User Log In.
ADDING VIDEO TO AN ANGEL CLASSROOM

Tip: You can add a direct link to a video, a segment of a video or a playlist in your course. Go to the Home page for Films on Demand and login to your account. The links to videos in your Playlists will then allow students to open a video without logging in.

1. Log in to your ANGEL classroom.
2. Go to the Lessons tab.
3. Choose the specific location (Lesson or Module) in which you wish the video to be located.
4. Then Add Content to that lesson or module.
5. Choose Page to add the video. Or simply choose to add a Link, (you will have less space for instructions).
6. Complete the add page information, and describe the video or give instructions to your students about what you wish them to do after viewing the video.
7. Highlight the words you want to use for your link to the video – the title of the segment. Click on the “Insert/Edit Web Link” button.

First, describe the video or give your students instructions about what you wish them to do after viewing it. Enter the title of the video in your description.

Next, highlight the title in the description NOT in the Title of the Page.

Now, a new Link window will open.

Paste the Title URL for that video or the URL for the segment/playlist into the box.

Third, after highlighting the title of the video, click on the “Insert/Edit Web Link” button.

Click OK
ADDING VIDEO TO AN ANGEL CLASSROOM continued.

Your students will see a page similar to this in the Module (or lesson if you choose to add the page there):

Instruct the class to open the correct page for the video.

The video segment will open when you or your students click on the linked video title. Students will be able to scroll down for details on the video. Students will NOT need to log in to the database to view the video.