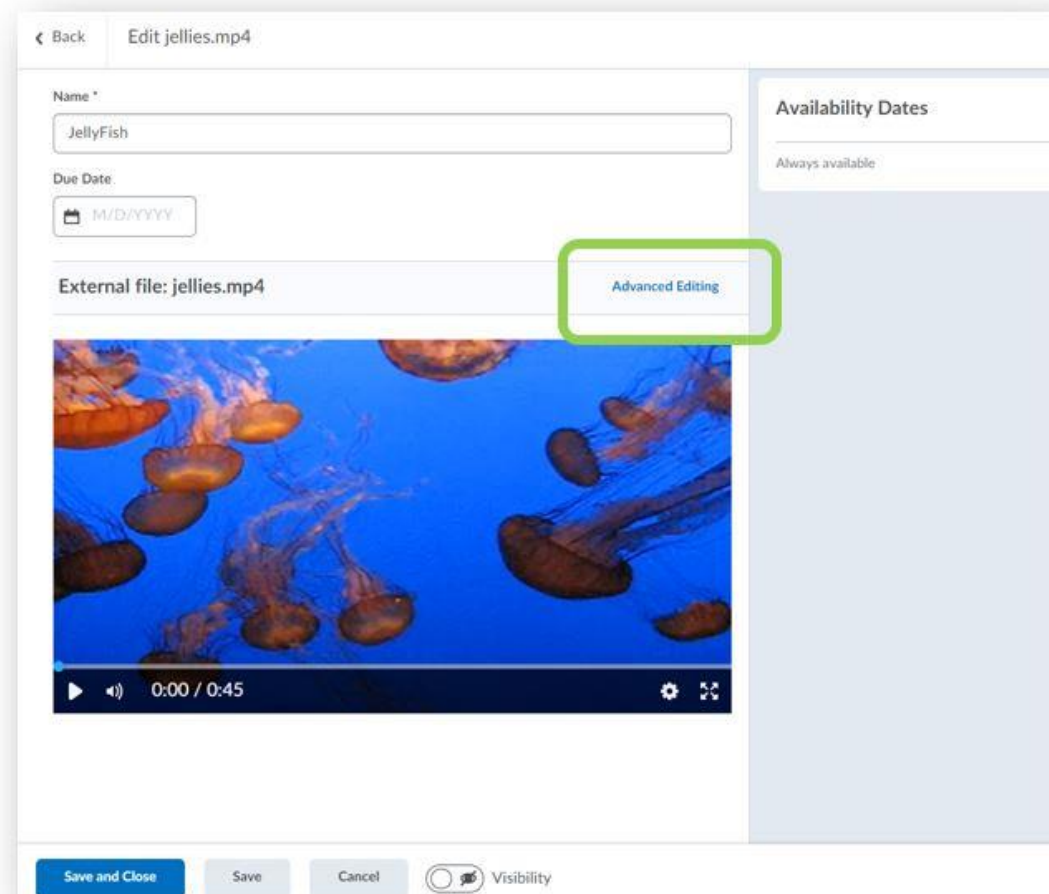


Brightspace Audio-Video Experience




In January 2022, there was an update to the Audio-Video experience on Brightspace. When uploading videos to the Content page, your videos will now store and play similarly to VideoNotes. Videos will be converted to playable formats (MP4s) automatically and streamed, viewers can downscale files if they are on slower connections, and they can search inside videos for keywords. D2L has also added some new video editing capabilities including auto-captioning, clipping, chapters, and caption editing.

Introducing Media Editing

Content Owners (those that uploaded the video file) into Content will be able to access Advanced Editing:



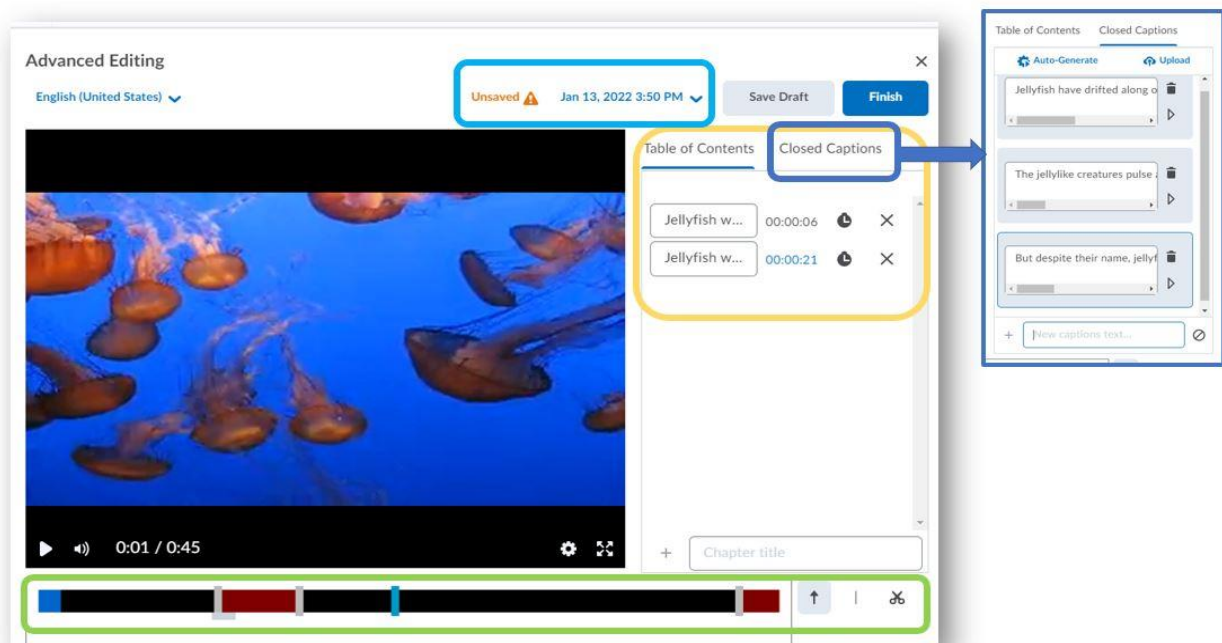
In the Advanced Editor Workflow, you will find:

Timeline Editor: Trim out the slow parts of your video using the **Seek** (arrow) , **Mark** (line) , and **Cut** (scissor)  tools. We've improved on our Capture Editor design by also enlarging the timeline for accessibility by clicking and dragging on the tab below the timeline.

Chapters: Create meaningful segments in larger videos with chapters. Chapters appear above the timecode when a user mouses over the timeline.

Closed Captions: Toggle to our new Closed Caption Editor. Select the Language of your file and choose Auto Generate or upload/edit your own Closed Captions.

Versions and Drafts: Roll back to earlier versions and revisit previous edits. The latest **Saved** version appears wherever the file is used within Brightspace.



Getting Started with Audio/Video Topics:

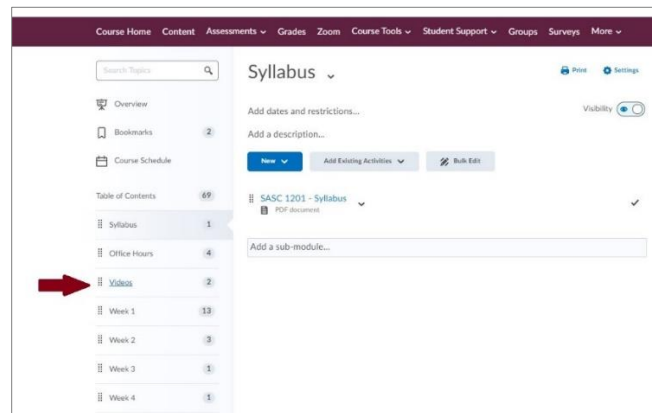
New, Consolidated, Media Storage: New media files uploaded as topics in Content (through **New > Video or Audio** workflow) will go to the same scalable, streaming storage that VideoNotes have been located for the past few years. Audio/Video Files that were uploaded pre-January 2022 that are located in Manage Files, will not see the Advanced Edit workflow. To

migrate these videos to the new Audio/Video workflow you will need to do a manual migration involving downloading and re-uploading your media files.

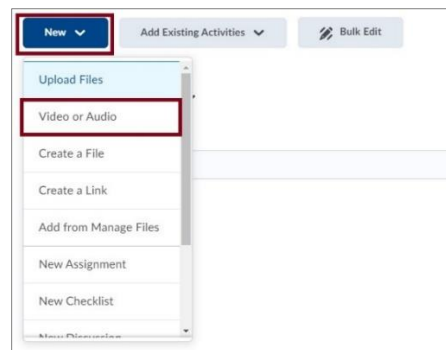
Adding a Media Topic (file) to Content

In the **Content** tool

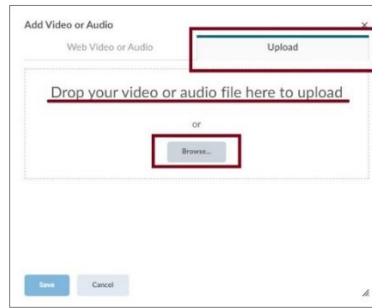
1. Select the **Module** you would like to upload your video to.



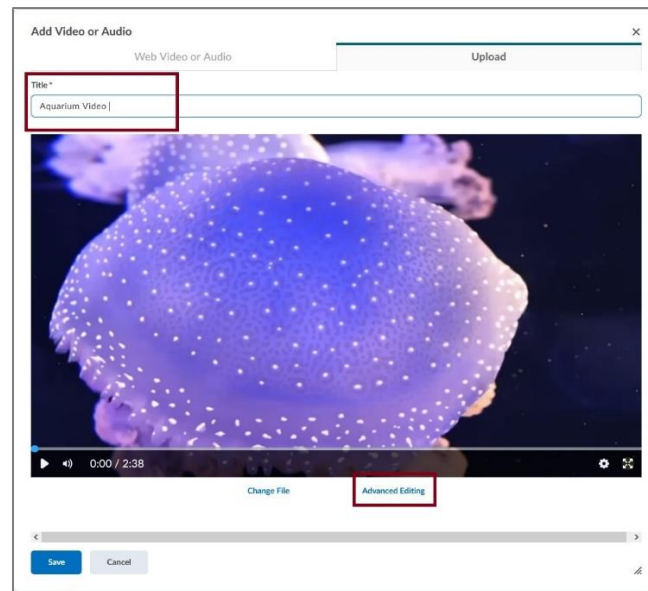
2. Click **New** and select the **Video or Audio** option.



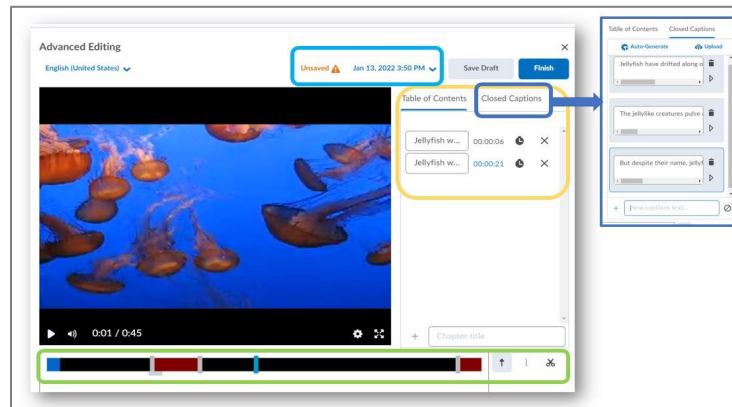
3. In the Add Video or Audio window, select the **Upload** tab.
4. You can use **Browse** or drag your video file into the upload space.



5. The upload process begins (transcoding process starts at 70% and may result in a long pause, for up to an hour).
6. When uploaded, enter a Title and then select **Advanced Editing** at the bottom of the video, you may need to scroll.



7. The Advanced Editor opens.
8. From the Advanced Editor you can set the language of the video, generate a caption track from the **Closed Captions** tab and access the **Timeline Editing** and **Chapter features**. These features will be discussed in more detail below.

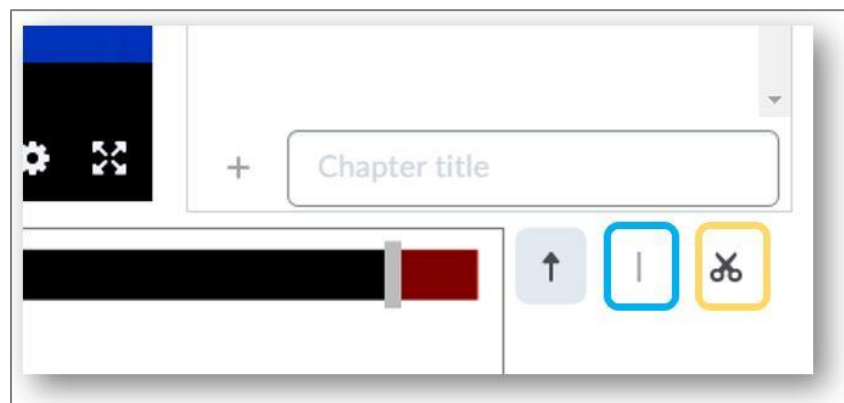


Note: Videos that are drag and dropped into the Classic Content interface will go to Manage Files, and not the new Media Library.

Editing: Timeline Editor

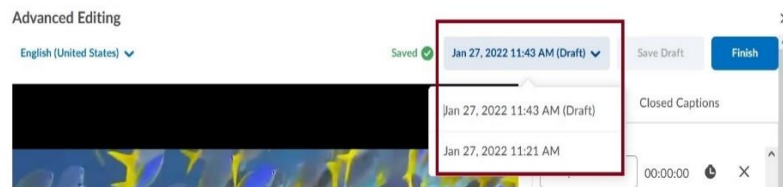
1. To snip out parts of your media file: in the Advanced Editor use the middle icon, **the Mark tool**, to mark places on the timeline at the starting point and ending point of the part you wish to remove.
2. Select **the scissors tool** and click between the two marks to cut it out. The selected section turns red and is not shown playback

Note: Mousing over the timeline displays a small tab at the bottom of the timeline that can be grabbed and dragged up and down to enlarge the timeline for accessibility.



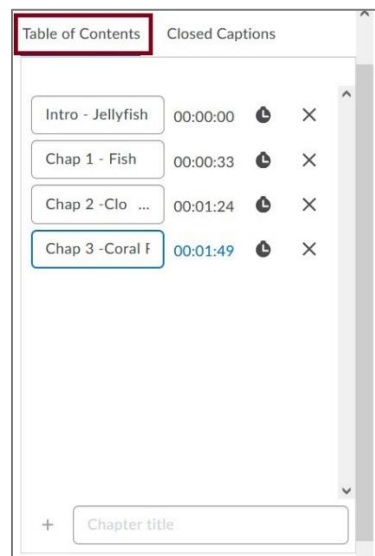
4. To restore the cut section simply click a second time between the two marks.

5. To remove a mark on the timeline, click it again with the **Mark** tool.
6. When you are done editing, you can:
 - **Save Draft** - keeps the changes, but doesn't update the published file(s)
 - **Finish** - saves the changes and publishes a new version of the file
7. Use the version timeline dropdown to return to a previous version of the file. You can move from an older version to your new draft and vice versa.



Editing: Chapters

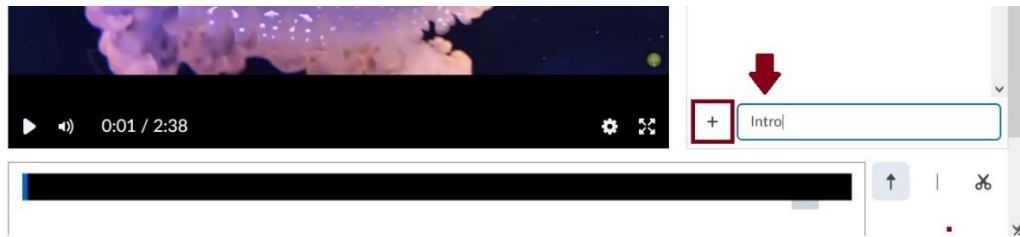
1. When in the Advanced Editor, select the **Table of Contents** tab on the top right side of the video.



2. Use the **Seek tool** to select a space on the timeline where you want your chapter to start.



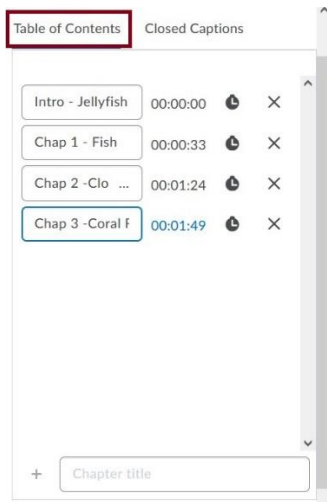
3. Enter your chapter title and click the + button.



4. For the next chapter, select the next spot on the timeline, enter the chapter title and click +.

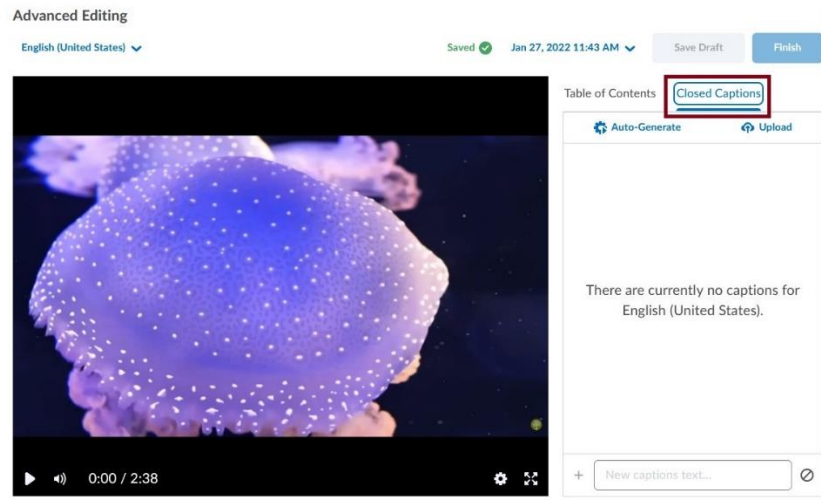


5. If you add an incorrect time, you can update it by selecting a spot on the timeline and clicking the clock beside that Chapter in **Table of Contents**.
6. Click **X** to remove the entry. Click on the chapter name to edit the title.



Editing: Closed Captions

1. To access the Closed Captions Editing tool, click on **the Closed Captions tab** at the top of the Advanced editing page.



2. If you already have a .srt or .vvt file for your video, click on **Upload** to upload the file.

- If you do not have a caption file, click on **Auto-Generate**. This process can take several minutes to complete. Once it's complete the page will refresh, and you can click on Close Captions again to view the Auto-Generated captions.
- You can Edit the captions by clicking in the dialogue box and editing the text. You can also edit the embedded time codes by clicking on the arrow under the garbage can. You can delete a segment of text by clicking on the garbage can.
- Once you are satisfied with your captions click **Save Draft** and then **Finish**. Click **Finish** one more time. Close the editing window and click on Update on the video file. This will update your file on Brightspace.
- Once the Captions have been generated and saved on a video, Individual users can turn on the captions by clicking on the cog icon on the bottom right on the video to turn them on,

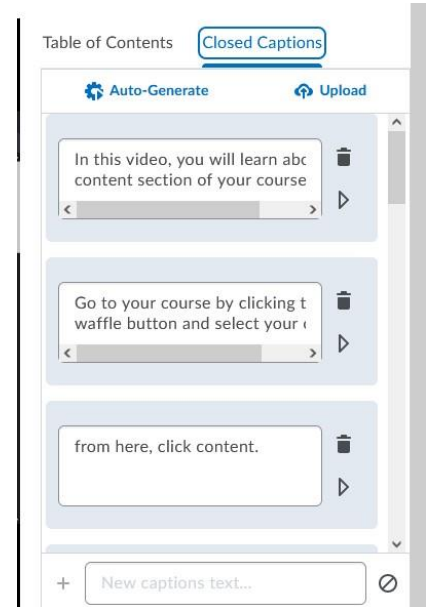
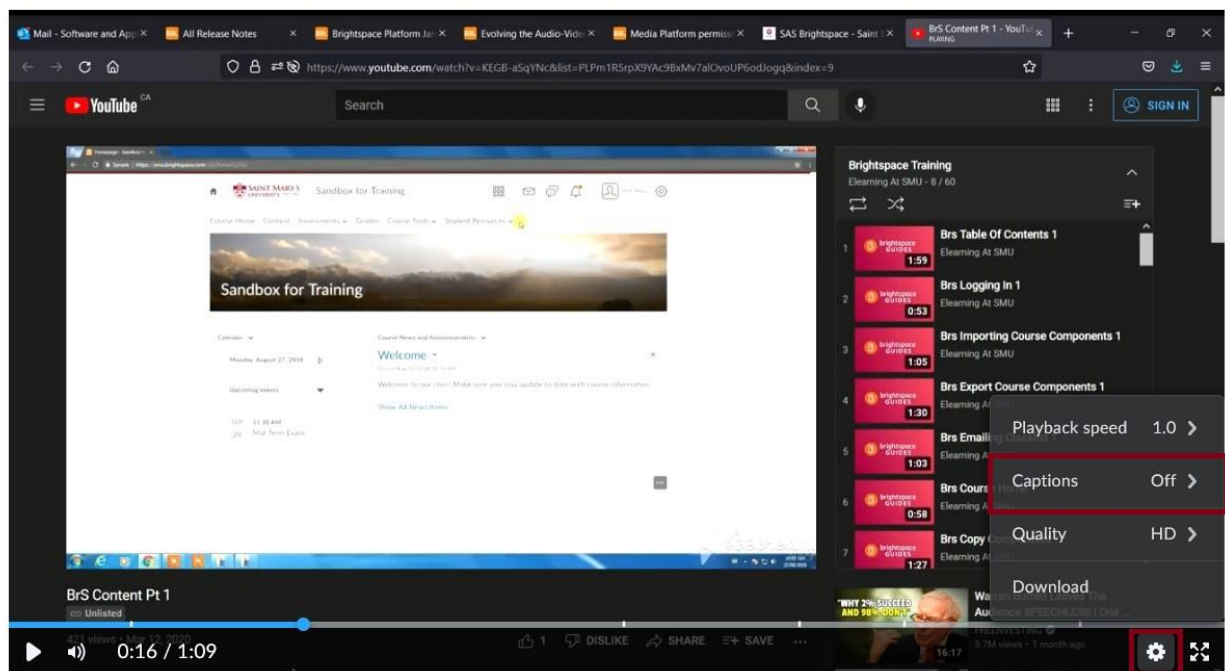


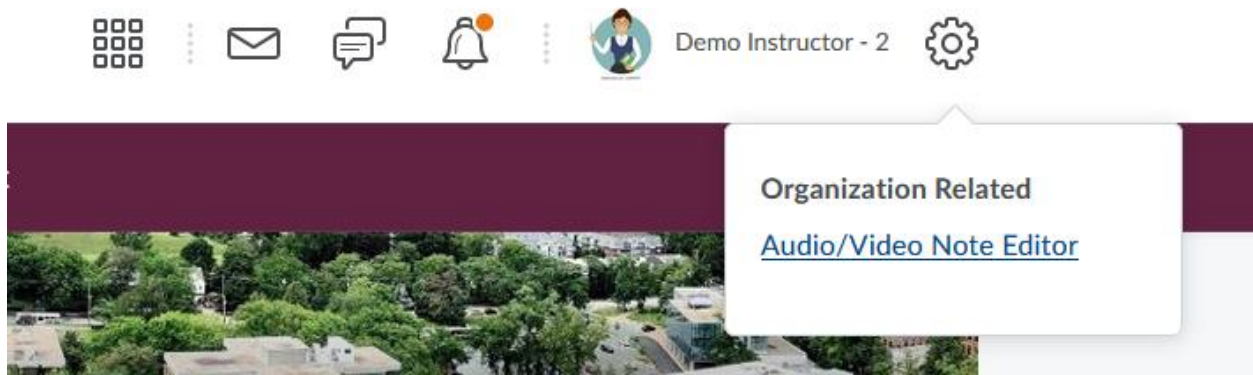
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How to use Content ▾



Notes about VideoNotes:

The Advanced Editor is now also available for Video Notes, however currently only through the Org Level tool > Audio/Video Note Editor (found in the admin cog/gear). Selecting any Audio or Video Note will open the Advanced Editor directly.

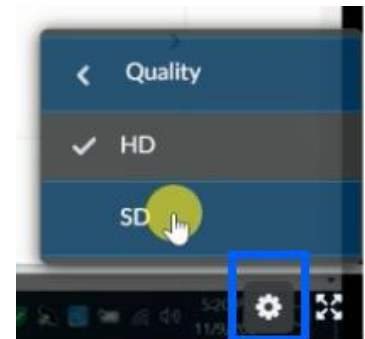


D2L wants to expand the ease of access and streamline the workflows for editing video notes at the time of capturing - this may be in a future release. While some additional users may see the **Audio / Video Note Editor** option, they are unable to use the features. This will be addressed in a future release.

PLAYER IMPROVEMENTS

In the January release, we have also greatly improved the media player that users will see when viewing a media topic.

Quality Control: When viewing a high-definition file *uploaded after the January release*, users are able to switch the video to standard-definition in the player's Gear Menu. This assists with playback in situations with a slow or unstable network.



Search: Users also have the ability to search for a keyword in the video caption track and see those spots reflected on the timeline. A caption track must be present for the video and the user must have captions turned on to use the Search option. Improving the visibility of search results will be addressed in a future design.



Important Notes

Any Audio/Video file uploaded to Brightspace before January 20th, 2022 will not have the Advanced Editing options. In order to have access to these new featured on older videos,

you will need to download the file and reupload it to your course to make your edits at this time.

At this time, we recommend files of 1GB or less with a max of 2GB for the new audio-video upload workflow. The larger the file, the longer the time to upload and transcode. Uploads may experience a delay at the 70% mark while transcoding takes place before process completion. This can take 15 mins or longer depending on the size of your file and internet speed. There is currently no backend API or bulk upload method to upload larger videos directly to the new Media Library.

Q&A

EDITOR OPTIONS:

1. Do these features only apply to newly uploaded videos?
 - Yes, only newly uploaded videos, uploaded through the above workflows, have access to the new features.
2. Did my option in the admin/org 'Gear / Cog' menu for editing Video Notes change?
 - **Audio/Video Note Captions** was renamed to **Audio/Video Note Editor**
3. Is the Org level tool **Audio/Video Note Editor** the only way to access the Editing features for Video and Audio Notes?
 - Right now, yes.
5. Who will have access to the edit options in the content upload workflow?
 - The content uploader and Admin level users will have access.
6. Do audio files also use the Editor?
 - Audio files support captioning and chapters, but do not support timeline editing at this time.
7. Can editing be done on mobile devices?
 - We recommend desktop editing. Editing can be done in mobile browsers, but the Editor is optimized for a mouse at this time.

8. Editing a video will change it in all the places it exists in Brightspace, is there a way to determine where it is used?
 - Not at this time. Please take extra care when making updates.
9. Can an uploader grant another person the ability to edit their video?
 - Not at this time
10. Why doesn't a video uploaded through an assignment submission have access to the new features?
 - Video assignments that are uploaded via the Record a Video option do have the ability to have closed captions added to the video, but do not have access to Advanced Editing options. Assignments require that the content uploaded be locked after submission. We may explore learner-editing in the future. [Here are some instructions](#) for students to upload video assignments.
11. Why doesn't a video uploaded through the File Management system offer these features?
 - File Management is a separate workflow and at the time of release will not support the new features.
12. Are there plans to have these features appear for all videos?
 - We are currently evaluating all our audio and video offerings and are committed to improving the experience across Brightspace.
13. Do the Chapters added appear as text and a cause a break during playback?
 - No, the chapters only appear as points on the timeline.
14. Is it possible to upload a caption track instead of automatically generating one?
 - Yes, a .vtt or .srt file can be uploaded.

PLAYER IMPROVEMENTS:

1. Will all players across Brightspace display these options after release in January?
 - The majority of players will have the search and HD - SD option.



2. Can an SD video be switched to HD?
 - No, only HD videos uploaded following the release will have the SD option.
3. Is a caption track required for the search function?
 - Yes, a caption track is needed.

Further Support

If you need further support with Brightspace, please contact the **Software and Application Support Centre** at sas@smu.ca

Regular hours: Monday – Friday, 9AM – 5PM.

Summer session hours: Monday – Friday, 9AM – 4:30PM.