Introduction

ASP publishes large-scale digital collections in the humanities and social sciences. The video portfolio includes actual footage of classes in session, real and re-enacted counseling clinics, interviews and documentaries. The collections may be accessed online 24/7 both on- and off-campus.

1. Accessing the collections

Library Homepage (http://libris.nie.edu.sg/) > Resources > Electronic Resources > Online Videos

Or go directly to:  http://libris.nie.edu.sg/online-videos
2. Browsing

a. Click a topic or video title on the main page and continue clicking until you reach your desired video, OR

b. Click a category under **Browse** on the right hand column.

c. There are multiple ways to browse the contents.
3. Searching

a. Quick Search

Enter single search term(s) or phrase (with words enclosed in quotation marks). Boolean operators (AND, OR and NOT) may be used.

Quick Search allows searching in all fields or in any one of four fields.

TIP: To search for a phrase, put the phrase in quotation marks to return results only for that phrase, rather than for each individual word. For example, enter "special education."

b. Advanced Search

Use a combination of search fields to limit your search. Boolean operators may be used.

Click to select from an alphabetical list of suggested terms for that field.
4. Search Results

Clicking on the thumbnails or title will play the video from the beginning. Limit your list of results by using the drop-down boxes at the top of the screen. Jump right to the section of the video by clicking on any of the hits, shown in red. Sort your search by relevancy or title to the right of the screen.

Search results for ‘A.D.H.D.

5. Playing a Video

Videos will start to play automatically, along with a synchronised transcript. Highlighted sections in the transcript indicate which part of the video is playing. View the entire transcript in a new window. Click here to get the Permalink for the video. Many videos also feature Teaching Guides, which can be downloaded as PDFs. The guides range from 5 to 200 pages, and feature ideas for assignments and discussion.
6. Playlists

Playlists are selections of media such as whole videos, clips or links to URLs. They can be created for personal use, for sharing with classes or for use in class as a teaching resource. Remember to sign in or establish a profile (in the upper right of all pages) to save your playlists from session to session.

a. Adding Title to a Playlist / Creating a Playlist

Click on the blue ‘+’ symbol to add a title to your playlist.

The title may be added to an existing playlist or to a new one.

Add to existing playlist

Create new playlist

OR

Create playlist
b. Sharing a Playlist

**STEP 3**

- Enter the title of the playlist
- Supply a brief description
- Select your audience
- Click ‘Create’ to finish

**STEP 4 - GROUP OPTIONS**

- Provide a group title
- Enter email addresses of group members
- Choose how long the group may see the playlist. If you choose to have the playlist viewable for a certain period, a calendar will appear for you to select the start and end dates.
- Click ‘Create’ to finish

- Click ‘Notify Group’ to send notification of your playlist
c. Adding a URL to a Playlist

Click 'Add Item'

Enter URL, Title of website and description

Click 'Add' to finish

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d. Viewing Playlists

Click to view various playlists

Click to view your playlists
7. Clips

a. Creating a Clip

While watching a video, you can make your own clips using the simple tool located above the video player.

To create a clip, click the "Make Clips" icon above the video pane. This will expand the screen and show all the clip-making features.

Move the green and red triangles to adjust the start and stop time of your clip.

After selecting the start and stop time, you can add a title and notes to your clip.

Select who can see this clip: just you, just those at your institution or everyone using the collection.

Click "Save".

Example of creating a clip:

Title: Importance of Exercising in Older Adults
Notes: Just me

Selected to be viewed by: Everyone

Clip markers set at 7 and 42 seconds.
b. Adding a Clip to a Playlist

- Click the '+' button to add the clip to a new or existing playlist.
- Your clip now appears in the Clips window. If you have this public, other users can see this clip here.

Adding to a Playlist:

1. **Add Annotation (optional)**
   - Importance of Exercising in Older Adults

2. **Add to existing playlist or create a new one**
   - Enter the title of the playlist
   - Supply a brief description
   - Select your audience
   - Click ‘Create’ to finish

Getting Help

For recommendation of online videos, contact the Media and Instructional Services at libmedia@nie.edu.sg or 6790-3621/6219-6114.

For enquiries on NIE Login Account, contact the ACIS Service Desk at servicedesk@nie.edu.sg or 6790-3033.

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Last modified date: 26 Sep 2011