edTPA Video Recording

Overview
- Video camera kits will be available to check out from the IRC for 1 week.
    - The kits are not renewable.
    - New patrons will have to register with the front desk with their Banner ID.
    - The IRC is open Monday through Thursday from 8 a.m. to 8 p.m., Friday from 8 a.m. to 5 p.m. and is closed on the weekends.
    - The IRC is in Room 221 of White Hall.
    - The available video camera meets all technical specifications.
- HD (High Definition) video quality creates too large of a clip. SD (Standard Definition) is recommended.
    - The HD file format (MPEG-4 AVC/H.264) is not supported by Windows Movie Maker or iMovie.
    - If the clip is recorded in HD, an additional step of conversion and compression is necessary before you can edit the clip.
        - For PC: http://tpafieldtest.nesinc.com/Content/Docs/ VideoCompressionGuidePC.pdf
        - For Mac: http://tpafieldtest.nesinc.com/Content/Docs/ VideoCompressionGuideMac.pdf
- Students may use their own video camera, but the IRC can only offer support on the available video camera.
    - iPhones (4 and 4S) and iPads (2 and 3) record HD out of the camera on the back of the device. Lower quality is recorded out of the camera on the front of the device. The camera on the front (on the side of the screen) is suggested.
    - If you use an iPhone or iPod, there is an iStabilizer (a gorilla tripod) available to check out from the IRC.
- The IRC offers support on Microsoft Movie Maker and iMovie to trim the clip.
- The IRC also offers support on uploading to the Pearson ePortfolio System.
    - https://tpafieldtest.nesinc.com/
- The deadline for uploading is November 6.

Camera Kit
- The available camera is the Kodak Playsport Zx5 Video Camera.
- The kit includes a Kodak Camera, Power Plug, USB Cord, Case, Manual, 16 GB SD Card, Gorilla Tripod, Remote and HDMI Cable.
- See the 'Camera Instructions' handout to learn how to operate the camera.

Before Recording
- Make sure that you have the appropriate permission from parents/guardians before you record your video clip. A sample video release form is available on the edTPA website.
    - http://tpafieldtest.nesinc.com/Content/Docs/SampleReleaseForm.pdf
- Record a test clip to insure that you are audible and visible.
- Think about heaters, air conditioners, fans, computers and other machines that create a hum. Although you normally do not notice these sounds, the video camera will pick up background noise very easily.
- Sound quality is more important than video quality for understanding the teaching and learning being captured. Think about how the camera placement will optimize sound quality.

- Think about the framing of the camera for the entire clip. Know what the rubrics call for that the camera will need to capture.
- Consider the light source. Do not face the camera towards a window or other bright light sources. The camera will automatically adjust for the brightest object in the frame. If there is a bright light in the frame, the video will be dark and you will not be visible.
- You can use the light from the window to light yourself. Pull up the curtains to allow more light into the classroom. Angle the camera so it captures the light provided by the window but not the window itself.
- If you want the scorer to be able to read the board, be sure that there is enough light for the camera to pick it up and not so much that there is a reflection. You may submit a separate document with the writing if it is critical to understand the video clip.

Recording
- You will need to shoot 1 or 2 clips depending on your licensure area.
- Each clip should be a maximum of 10 minutes long.
- If the video is longer, you may trim the clip so that it is 10 minutes long.
- Recording more than 15 minutes will complicate importing and trimming.
- There is an optional remote control in the kit to start and/or stop recording.

Importing
- Create a folder on an external memory source (ex: flash drive or hard drive) to store files.
- Keep all the video files and project files in the folder.
- For privacy reasons, you're asked to keep one backup copy of the video in a secure location.
  - You are not permitted to store the video on a non-secure location (like the lab desktop) longer than necessary.
  - You are also not permitted to post the video online or show it to friends, family, or any other individual, institution, or entity.
- The video clip recorded on the Kodak camera will be in a .mp4 format.
- You are able to open the video file in Windows Movie Maker or iMovie after it is saved in the folder.
- See the "Importing Instructions" handout.

Editing
- You can only trim the beginning and/or end of each clip.
- Trim the video so the clip is 10 minutes in length.
- The clip needs to be continuous with no breaks in the middle.
- See the "Editing in Windows Movie Maker" or "Editing in iMovie" handout.

Exporting
- Accepted file formats are: flv, asf, qt, mov, mpg, mpeg, avi, wmv, mp4 and m4v.
- The Kodak video camera records in .mp4 format.
- Windows Movie Maker will save files in a .wmv format.
- iMovie will save files in a .m4v format.
- Target file size for each clip is 200-300 MB or less.
- The Pearson ePortfolio System limit is 500 MB for all video clips together.
- A 10 minute video clip shot with the Kodak camera and edited in Windows Movie Maker was 238 MB.
- A 10 minute video clip shot with the Kodak camera and edited in iMovie was 122 MB.
- See the "Editing in Windows Movie Maker" or "Editing in iMovie" handout.

Before Uploading
- Things to check with your video file: File size, file format and file names.
  - File size and file format restrictions are in the exporting section.
  - File names are subject specific and will be in your template instructions.
- Things to check with your computer: Network speed, browser and software.
  - Network speed will depend on your internet connection.
    - You can test your network speed here: http://www.speedtest.net/ If the upload speed is less than 1.5 Mbps, it is too slow.
    - If your network speed is too slow, the uploading process will take more than an hour or the system will time out before the upload is complete.
    - The network speed on campus is fast enough. The connection in the IRC is 46.19 Mbps.
  - Supported internet browsers depend on your operating system.
    - For Windows, Internet Explorer 8.0 or higher and Firefox 4 or later are supported. Chrome does not have the built-in reader needed to view files.
    - For Macs, Safari 5 or later is the supported browser. Firefox and Chrome do not have the built-in reader needed.
  - Adobe Flash Player 10.1 or higher, Adobe Reader 10.1.3 or later and Microsoft Word 1997-2003 or later are additional software programs required to view files.
    - To download Adobe Flash Player: http://get.adobe.com/flashplayer/
    - To download Adobe Reader: http://get.adobe.com/reader/
    - For Macs, you can use Pages to save documents as a PDF or Word file.

Uploading
- How to use the Pearson ePortfolio System:
  - http://tpafieldtest.nesinc.com/Content/Docs/UsingTheSystem.pdf
- "Processing" means that the upload is successful. You can work on other parts and files in your portfolio and even log out of the system.
- It will take about an hour for the Pearson ePortfolio System to read the video file and mark it as "Ready." Documents take about 15 minutes.
- When the video is "Ready," you can view the file or request feedback.
- Once you start uploading files, it will appear as "In Progress." You must "Mark Complete" each individual task part in order to proceed with submitting the portfolio for scoring.
- Troubleshooting tips:
  - http://tpafieldtest.nesinc.com/Content/Docs/TroubleshootingTips.pdf
- To learn how to navigate the Pearson ePortfolio System, download templates, upload files, mark a task part complete and track your progress, watch the video tutorial:
  - http://tpafieldtest.nesinc.com/content/CAP/PreparingYourAssesment.htm

Email Brittany Ankrom for edTPA tech support at bankrom1@kent.edu.
Support hours in Room 221B in the IRC in White Hall:

Monday	2:00 p.m. - 5:00 p.m.
Tuesday	5:15 p.m. - 8:00 p.m.
Wednesday	2:00 p.m. - 8:00 p.m.
Thursday	2:00 p.m. - 8:00 p.m.
Friday	2:45 p.m. - 5:00 p.m.