

# Tutorial

## How to make a MathVid

1. Make a SMART Notebook file (or PowerPoint presentation, or some other type of presentation) just like you would make to teach a class of students.

**\*You can download SMART Notebook at <http://smarttech.com/>. Go to **Software Downloads**, and choose which Notebook Software download accompanies your computer.**

## 2. Locate a SMART Board.

**\*Note: This is not necessary -- you can teach a lesson without a SMART Board.**

3. Locate a microphone. If you have a laptop, you must be close enough for it to register your voice. If you have a USB microphone, make sure you talk directly into it.

## ON A MAC

4a. Go to your **Applications** folder, and double-click on **SMART Board Software**. Then, double-click on **Recorder**.

## ON A PC

4b. Double-click on **My Computer**. Double-click on **SMART Board Software**. Double-click on **Recorder**.

5. To begin recording, click on the large red circular button on the left side of the window. The pause button can be used to momentarily pause your recording so you can continue at a later time, and the stop button is used to end a recording.

6. When you are finished teaching the lesson, press the blue square stop button to end the video. Try to keep your video to 30 minutes or less. Split long segments up into several short videos. Keep in mind that video files will be VERY large, so plan to upload each video before you record another.

**\*Note: You CAN record your lesson using a camcorder, a laptop video recorder, or some other means, but you will be responsible for getting the video onto a computer and uploading it to our website. The SMART Recorder is our recommended method for recording your lesson.**

7. Put together / find some resources (worksheets, tests, example problems, websites, slides) that are relevant to the topic and helpful.

8. Upload the video, worksheets, tests, websites, and anything else that accompanies the video to the MathVids website (<http://www.mathvids.com>). It will be automatically compressed and converted to Flash video and will be ready for students to watch.

**\*Note: You may want to upload your presentation as well -- if you are using the SMART Notebook software, you probably want to save your presentation to PDF before you upload by downloading an application such as cutePDF ([www.cutepdf.com](http://www.cutepdf.com)) and clicking **File** and then **Print**, and then choosing cutePDF as your printer.**