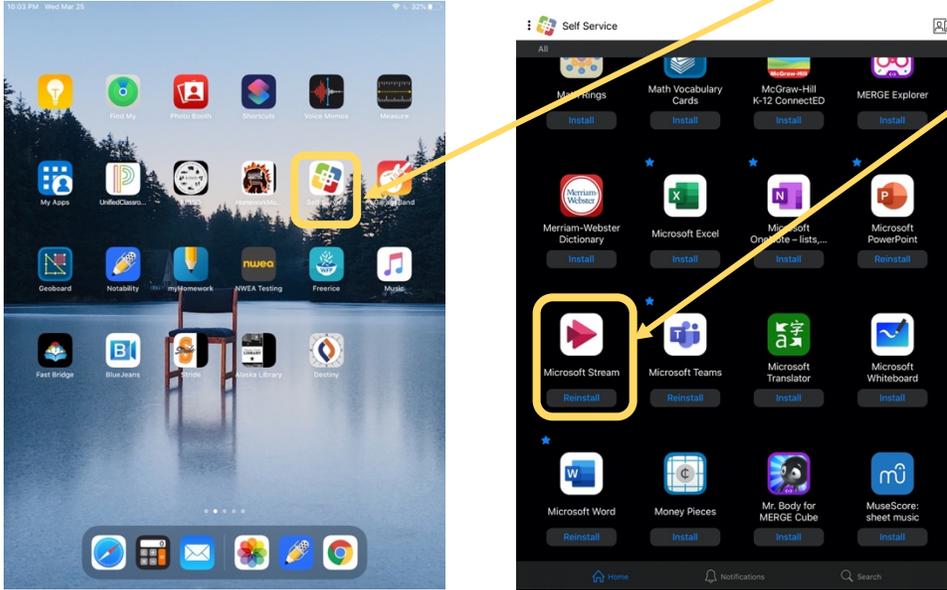


Using the Microsoft Stream App

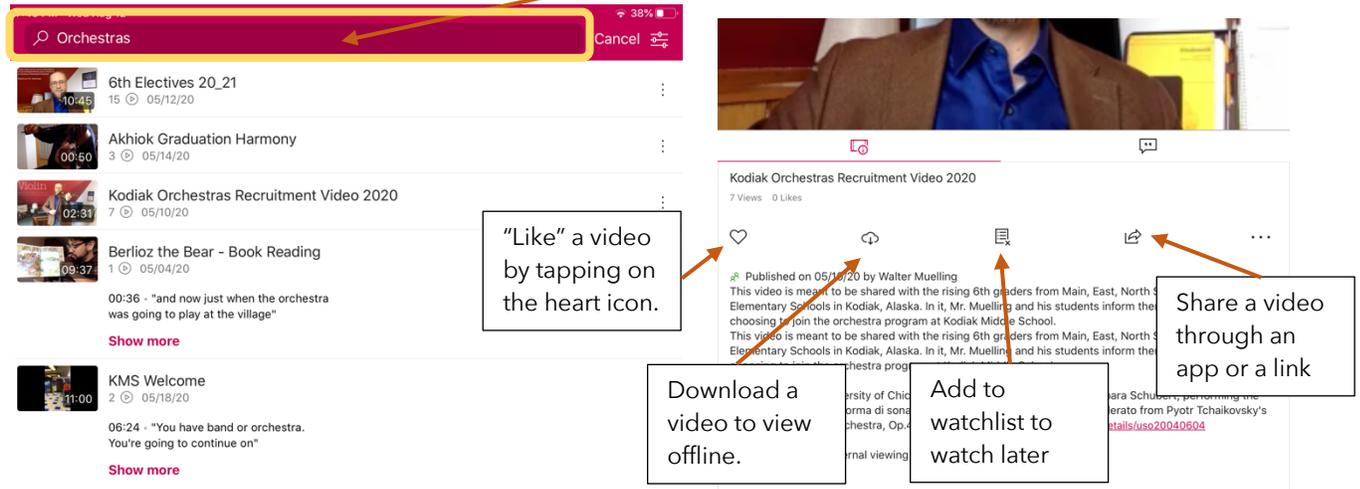
First, ensure the app is downloaded on your device. Go to Self Service & install Stream.



Once installed on your iPad, tap on the Stream icon to open the app. You'll see a list of discoverable videos, all of which have been created, uploaded and shared by KIBSD staff & students. Stream is a secure video platform, like YouTube, but not visible outside of KIBSD.

To find & watch a published video:

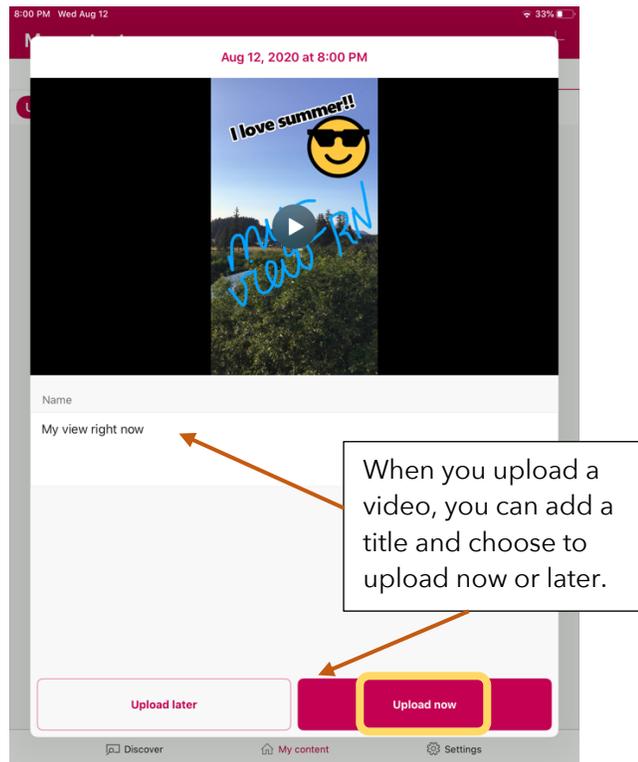
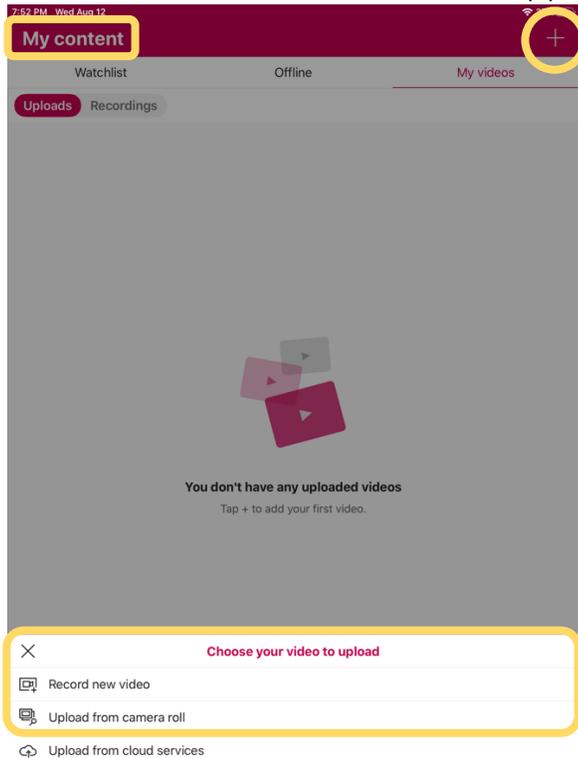
Use the magnifying glass to search for a name of a person, class, hashtag or video. Tap on it to view, save, like, share, download, or add to watchlist.



To upload a video:

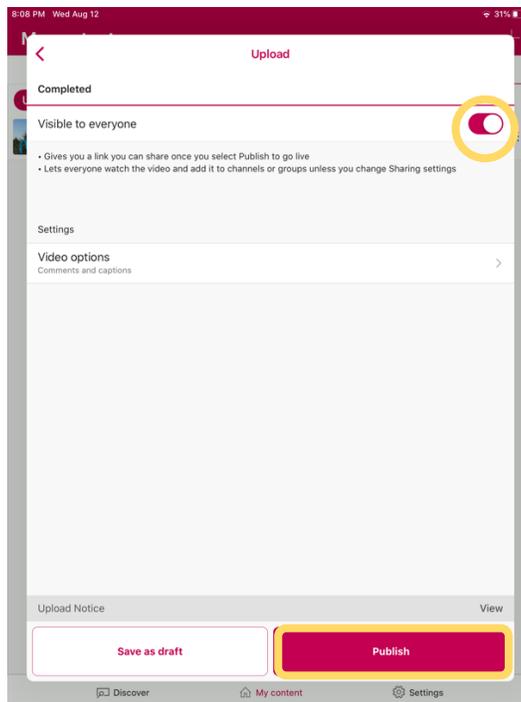
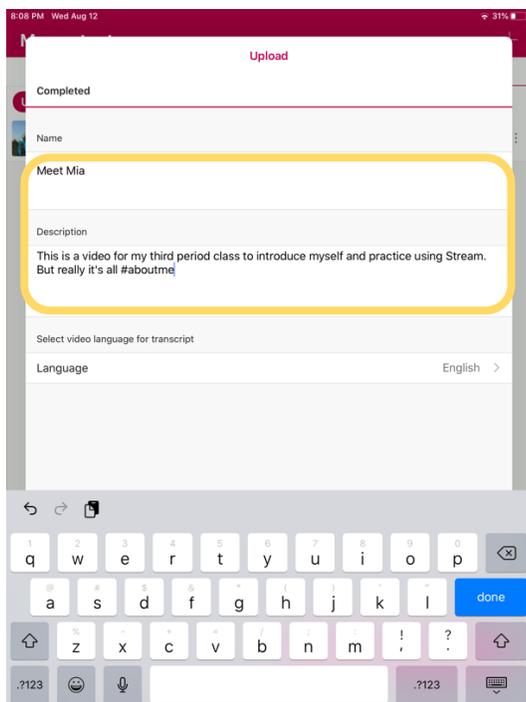
Go to **"My content."** Tap the **"+"** and add a video in one of two ways:

1. **upload a video** from your camera roll (after allowing access), or
2. **record a new video** within the app.



Once the video has uploaded, add a **name**, **description** (including any hashtags, if using).

Be sure to choose **"visible to everyone"** if you want others to be able to see it or find it. Then click **"Publish."**

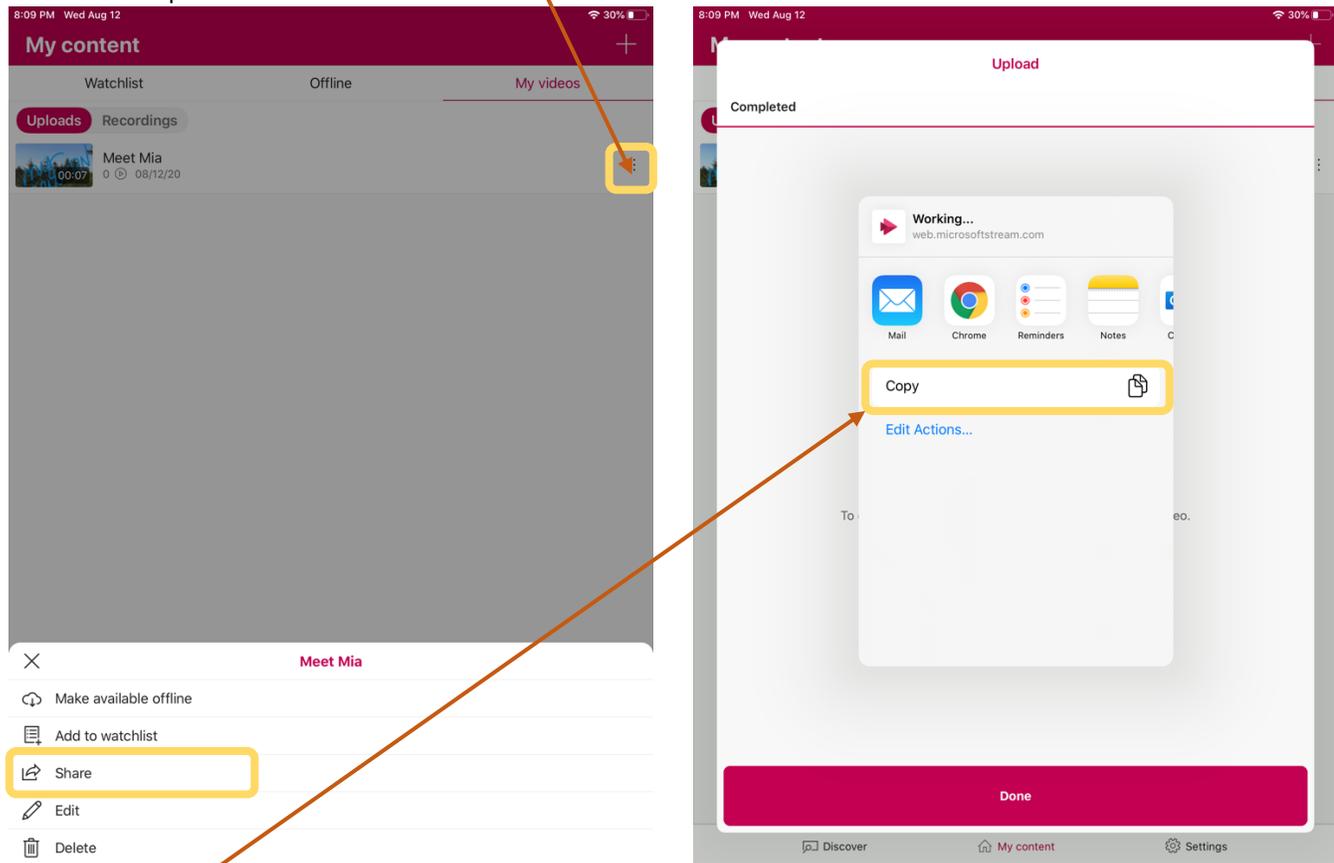


Once the video has been added, you'll see it under **"My videos"** on **"My content"**

To share a video you've uploaded:

Go to "My content."

On your video, tap on the **three dots** on the right of the video to see the menu appear at the bottom. Tap "Share."



Copy the link to your video, and paste it into an email, submission window, or other route requested by your teacher. Be sure it's set to public so that others can view it.