

Step-by-step guide for using Opencast in Moodle

For questions: moodle@uni-due.de

Hint:

If you have your Moodle course copied, you will need to re-upload the OpenCast videos in the copy.

You as a lecturer can still see and play the videos, but course participants cannot. Therefore, please re-upload your videos to your copied Moodle course via the OpenCast streaming service.

In case of questions: moodle@uni-due.de

Adding Opencast to Moodle

The screenshot shows the Moodle UDE interface. On the left is a sidebar with a list of courses: 'Dynamik des Segelns und Gleitens', 'HWT/Tribo (SS 2022)', 'WA 1 (SS 2022)', 'FEM I', 'RTH', 'RTH - Praktikum', 'Sprechstunde-SRS', 'Intermodale Distributionsnetze SoSe 2022', 'Moodle-Starthilfe', and 'More...'. A green box highlights the 'Add a block' button at the bottom of the sidebar, with a green arrow pointing to it and a green circle containing the number '2'. The main content area shows the course 'Testraum' with a breadcrumb trail: 'Dashboard / My courses / Moodle-Kompetenzzentrum / Testbereich / Testraum'. A green circle containing the number '1' is next to the 'Testraum' link in the breadcrumb. A settings menu is open, showing options like 'Edit settings', 'Turn editing on', 'Filters', 'Gradebook setup', 'Outcomes', 'Backup', 'Import', 'Share', 'Reset', 'Repositories', and 'More...'. A green arrow points to the 'Turn editing on' option, which is highlighted in blue. Below the breadcrumb, there are sections for 'General' (with 'Ankündigungen'), 'Topic 1', 'Topic 2', and 'Topic 3'. On the right, there are sections for 'Wichtige Hinweise' and 'Virtuelle Moodle-Sprechstunde'.

1 To add Opencast to your Moodle course, turn on course room editing.

2 Then select Opencast Videos after clicking "Add a Block" in the left panel.

Note: We generally recommend using the browsers **Firefox** and **Chrome** for Moodle!

Uploading videos - preparation and tips

- In order to upload videos to your Opencast repository, you will need your video footage, preferably stored on local storage (computer, external hard drive, or similar).
- Or: If you have your lecture recorded with Opencast, the videos will be uploaded directly to your Opencast repository and you can start with > Continue with step 2 "Inserting videos" > [Step 2 „Inserting videos“](#)
- When using external material, please observe the applicable copyright law (see, for example, the [> Hints of the University's Library](#)).
- Note: Videos uploaded to Moodle via OpenCast are not downloadable and can only be viewed by course participants.

Uploading videos (1/10)

The screenshot shows the Moodle UDE interface. On the left is a sidebar for 'Testraum' with a menu containing: Participants, Badges, Competencies, Grades, General, Topic 1, Topic 2, Topic 3, Topic 4, and Topic 5. The main content area on the right features a block titled 'Opencast Videos'. This block contains an 'Add video' button, the text 'No videos available', and a link 'Go to overview...'. Below this block are sections for 'Latest announcements' and 'Recent activity'. Green numbered callouts (1, 2, 3) are overlaid on the image: callout 1 points to the 'Opencast Videos' block title, callout 2 points to the 'Add video' button, and callout 3 points to the 'Go to overview...' link.

1 Opencast is inserted as a block on the right of the Moodle window.

2 To upload videos click the button "Add Video".

3 Clicking "Go to overview" will take you to the overview of your uploaded videos (Repository).

Uploading videos (2/10)

Add video ▼ Collapse all

▼ **Metadata**

When uploading existing video files to Opencast, you can set several metadata fields. These will be stored together with the video.

Title 1

[Show more...](#)


▼ **File Upload** 2

You have the option to upload a presenter video file and / or a presentation video file.
Most likely you will only upload one file, but Opencast is also capable of dealing with two videos at once which will be combined in a media package.

Use the presenter video if you have a video file of a person speaking to an audience or a motion picture.

Presenter video

Maximum size for new files: 2GB



You can drag and drop files here to add them.

Accepted file types:
.swf .swfl .3gp .asf .avi .dif .dv .f4v .flv .m4v .mov .movie .mp4 .mpe .mpeg .mpg .ogv .qt .rmvb .rv .webm .wmv

Use the presentation video if you have a video file of a slide presentation recording or a screencast.

Presentation video

Maximum size for new files: 2GB


You can drag and drop files here to add them.

Accepted file types:
.swf .swfl .3gp .asf .avi .dif .dv .f4v .flv .m4v .mov .movie .mp4 .mpe .mpeg .mpg .ogv .qt .rmvb .rv .webm .wmv

Opencast offers the **possibility to upload two videos**, which are automatically synchronized in the output view of the video. This can be e.g. the recording of a lecture, where one video shows the teacher (*presenter*) and another one shows the presentation (*lecture slides*). The videos are shown in a split-synchronised view after upload.

But you can also upload only a single video in this step!

1 Enter a title for the video you want to create (this is a required field).

2 You can optionally add further (meta) data (see next page).

Uploading videos (3/10)

Add video

▼ Metadata

When uploading existing video files to OpenCast, you can set several metadata fields. These will be stored together with the video file.

Title

[Show more...](#)

▼ File Upload

You have the option to upload a presenter video file and / or a presentation video file.

Most likely you will only upload one file, but OpenCast is also capable of dealing with two videos at once which will be combined into a single video.

Use the presenter video if you have a video file of a person speaking to an audience or a motion picture.

Presenter video

Choose a file...

Maximum size for new files: 2GB

You can drag

Accepted file types:

.swf .swfl .3gp .asf .avi .dif .dv .f4v .flv .m4v .mov .movie .mp4 .mpe .mpeg .mpg .ogv .qt .rmvb .rv .webm .wmv

Use the presentation video if you have a video file of a slide presentation recording or a screencast.

Presentation video

Choose a file...

Maximum size for new files: 2GB

You can drag and drop files here to add them.

Accepted file types:

.swf .swfl .3gp .asf .avi .dif .dv .f4v .flv .m4v .mov .movie .mp4 .mpe .mpeg .mpg .ogv .qt .rmvb .rv .webm .wmv

[Save changes](#)

[Cancel](#)

[Collapse all](#)

▼ Metadata

When uploading existing video files to OpenCast, you can set several metadata fields. These will be stored together with the video file.

Title

Description

Language

Rights

License

Start Date

No option selected

No option selected

30 May 2022 15 04

The meta data is optional information.

You can specify meta-data, which may make it easier for the support team to find files during requests.

We **recommend that you specify a license**, similar to other uploads in Moodle.

Uploading videos (4/10)

Add video

▼ Metadata

When uploading existing video files to Opencast, you can set several metadata fields. These will be stored together with the video.

Title



[Show more...](#)

▼ File Upload

You have the option to upload a presenter video file and / or a presentation video file.

Most likely you will only upload one file, but Opencast is also capable of dealing with two videos at once which will be combined in a media package.


Use the presenter video if you have a video file of a person speaking to an audience or a motion picture.

Presenter video

[Choose a file...](#) Maximum size for new files: 2GB

1

2



You can drag and drop files here to add them.

Accepted file types:


.swf .swfl .3gp .asf .avi .dfl .dv .f4v .flv .m4v .mov .movie .mp4 .mpe .mpeg .mpg .ogv .qt .rmvb .rv .webm .wmv

Use the presentation video if you have a video file of a slide presentation recording or a screencast.

Presentation video

[Choose a file...](#) Maximum size for new files: 2GB

2



You can drag and drop files here to add them.

Accepted file types:

.swf .swfl .3gp .asf .avi .dfl .dv .f4v .flv .m4v .mov .movie .mp4 .mpe .mpeg .mpg .ogv .qt .rmvb .rv .webm .wmv

[Save changes](#)

[Cancel](#)

Similar to the normal upload of files in Moodle, you will see two ways to upload video files here:

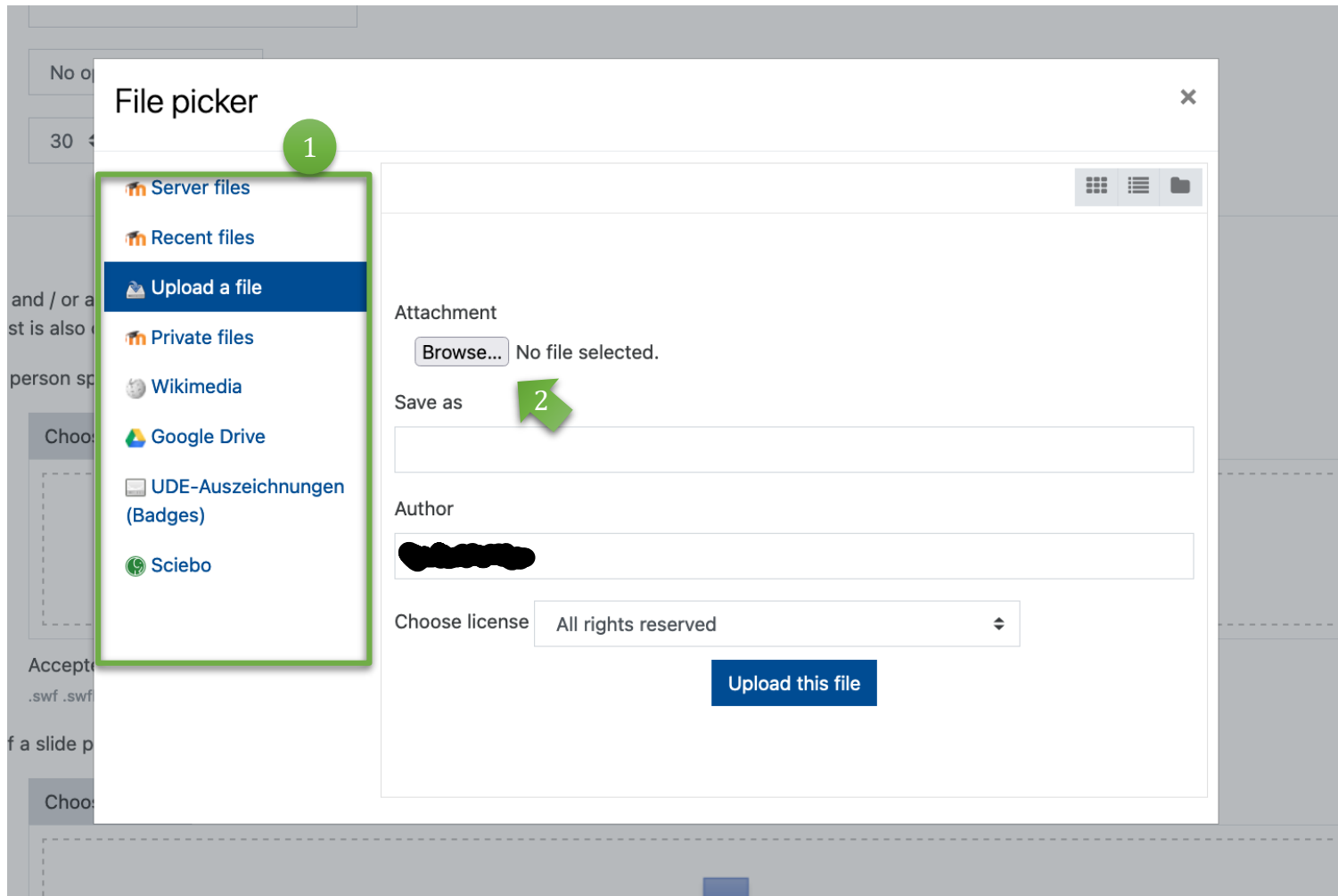


Via the "Select file" icon



Via the 'Drag & Drop' field

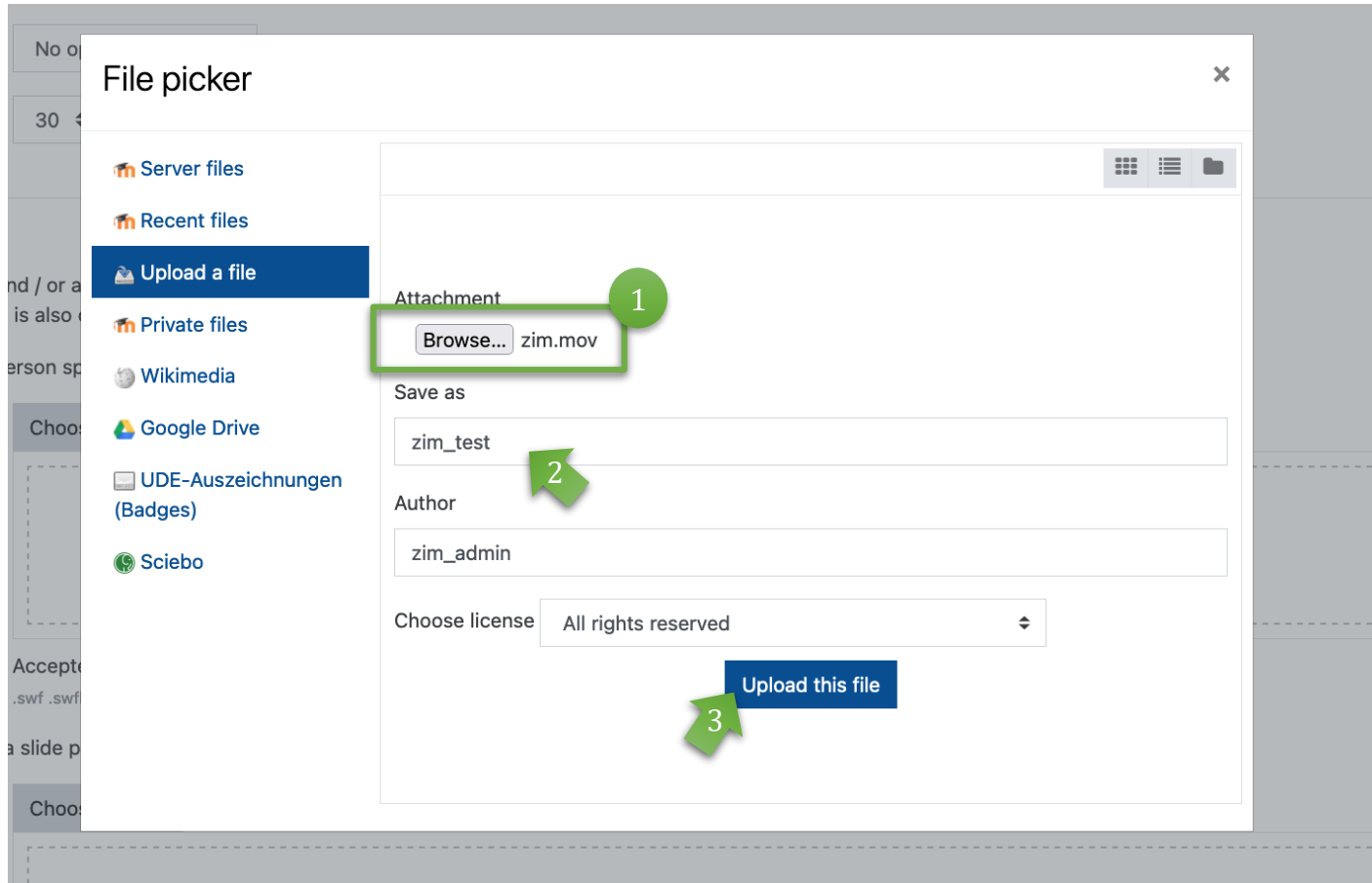
Uploading videos (5/10)



1 In the left column select where your video file will be loaded from. In this example it is an upload from the local storage of the PC.

2 Then click on the button "Browse". Depending on the operating system, the File Explorer (Windows) or Finder (MacOS) will open, allowing you to select and open the file from your PC.

Uploading videos (6/10)



- 1 Once you have selected your file, it will be displayed in the window.
- 2 You can then create and specify other **names**, change the **authors** and the **license conditions/rights**.
- 3 Then upload the file by clicking the "Upload this file" button.

Uploading videos (7/10)

[Show less...](#)

File Upload

You have the option to upload a presenter video file and / or a presentation video file.

Most likely you will only upload one file, but Opencast is also capable of dealing with two videos at once which will be combined in a media package.

Use the presenter video if you have a video file of a person speaking to an audience or a motion picture.

Presenter video

Choose a file... Maximum size for new files: 2GB

zim_test.mov

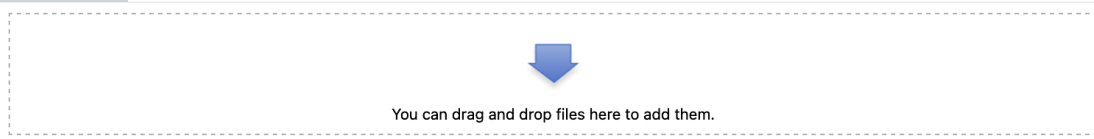
Accepted file types:

.swf .swfl .3gp .asf .avi .dif .dv .f4v .flv .m4v .mov .movie .mp4 .mpe .mpeg .mpg .ogv .qt .rmvb .rv .webm .wmv

Use the presentation video if you have a video file of a slide presentation recording or a screencast.

Presentation video

Choose a file... Maximum size for new files: 2GB



Accepted file types:

.swf .swfl .3gp .asf .avi .dif .dv .f4v .flv .m4v .mov .movie .mp4 .mpe .mpeg .mpg .ogv .qt .rmvb .rv .webm .wmv

Save changes

Cancel

There are required fields in this form marked .

1

As said before, you can upload one or two video files. In the figure on the left you can see a video file name with the Quicktime format **.mov**, which is synchronized by Opencast after the upload.

1

Then click the button "Save changes" to upload the file(s) to the Opencast repository.

1

Please note that (depending on the size of the video) it may take some time until the video is fully uploaded and available!

Uploading videos (8/10)

1

Video upload successful.
The video is scheduled to be transferred to Opencast now. You do not need to wait on this page for this transfer to finish.

Edit series mapping

Upload videos

In this section, you can upload existing video files to Moodle.
These video files will be processed in Opencast and then made available in this course.

Add video

3

2

Videos scheduled to be transferred to Opencast

In this section, you see the videos which have been uploaded to this Moodle course by you or some other user. These videos are scheduled to be transferred to Opencast now.
The transfer is happening automatically on the Moodle server in the background. You do not need to wait on this page for this transfer to finish.

Start Date	Title	Presenter file	Presentation file	Status	Uploaded by
30 Mai 2022, 3:38	test_video_zim	zim.mov (1.1MB)	—	4	

You get a system message, about the successful upload of the Files (light green).

The list of files that are currently uploaded is displayed here.

You can directly add more files to upload (select button “Add video”).

In the “Status” you can see whether your video is already available (in our example, the orange clock indicates that this has not yet taken place).

Please note that (depending on the size of the video) there may be may take some time until the video completely uploaded and available.

Uploading videos (9/10)

1 If your video was uploaded successfully, it will be added to the list of "Videos available in this course" and the "Status" gets a green arrow.

2 The list can be sorted by upload date and - sort time. In the default sort you will find your new videos at the bottom of the list.

3 In addition, information about the visibility and publishing status of your videos is included.

The newly uploaded videos are currently only visible to instructors. How to make the videos available to course participants is explained on the following pages.

1

Upload videos

In this section, you can upload existing video files to Moodle.
These video files will be processed in Opencast and then made available in this course.

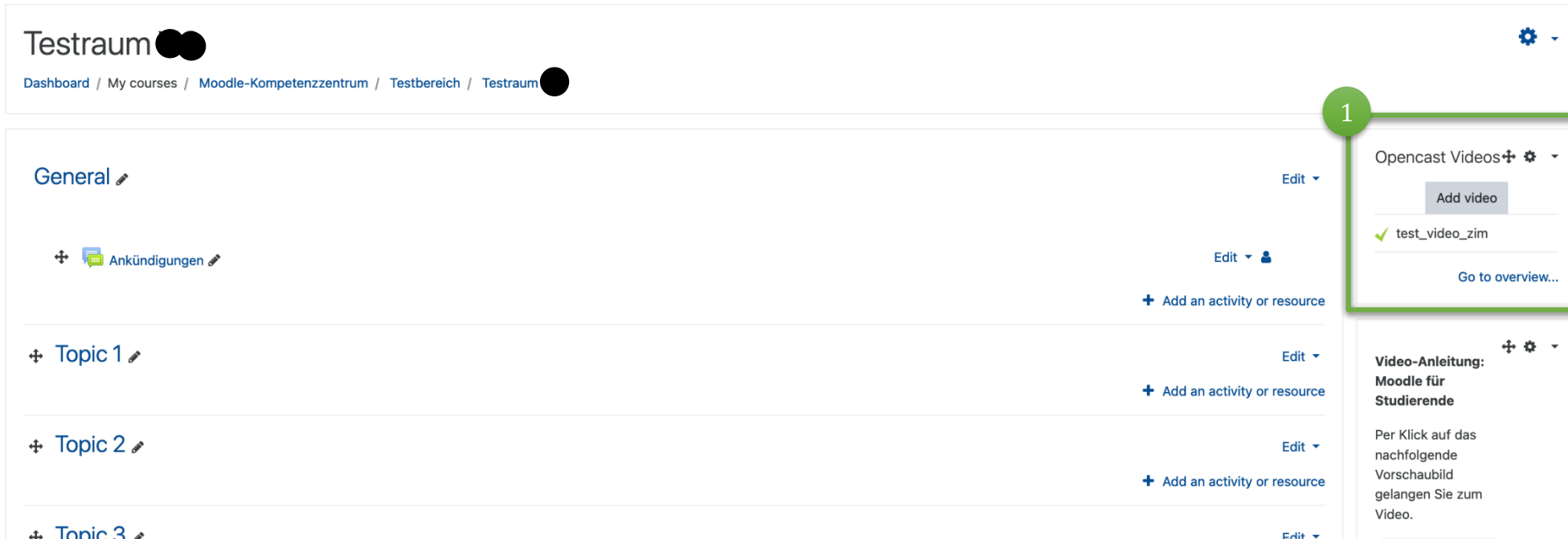
Add video

Videos available in this course

Start Date	End Date	Title	Location	Published	Status	Visibility	Action
30 Mai 2022, 5:04		test_video_zim		engage-player, api	✓	👁	🗑 ⚙ 🗑

Edit series mapping

Uploading videos (10/10)



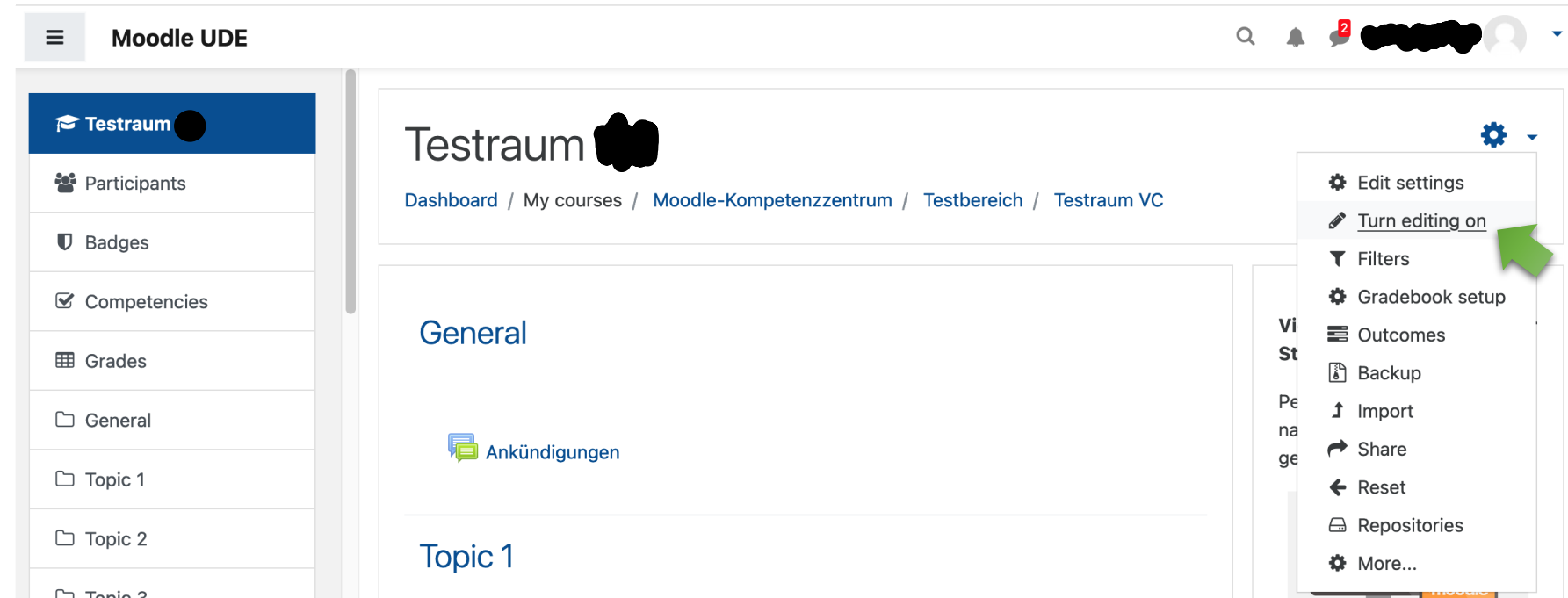
The screenshot shows the Moodle course page 'Testraum'. The 'General' block is visible on the left. On the right, the 'Opencast Videos' block is highlighted with a green box and a green circle with the number 1. It shows a video titled 'test_video_zim' with a green checkmark and a 'Go to overview...' link. Below it is the 'Video-Anleitung' block with the title 'Moodle für Studierende' and a description.

1 Once your video has been successfully uploaded, you will also see this in the block on the right side of the start page of your course room.

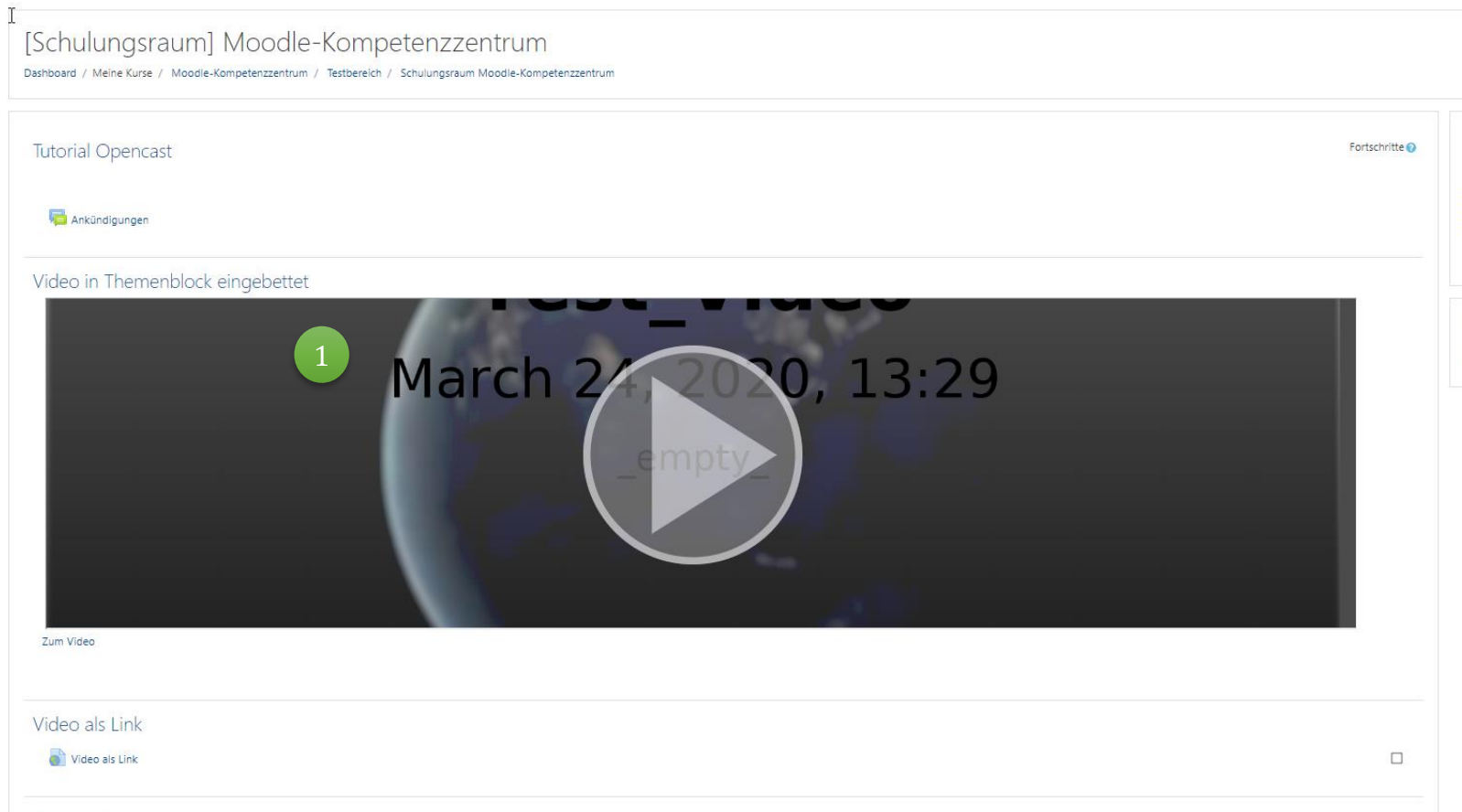
You have this view only in the roll 'Instructor'. Students will only see the videos you add to the course room. See further steps.

Uploading videos – preparation

- Upload a video to your Moodle course room's Opencast repository - alternatively, your lecture recording has already been uploaded to your Opencast repository.
- If not turned on, from the home page of your Moodle course room, switch to Edit mode.



Inserting videos



This is how a video embedded from OpenCast looks like in your Moodle course. The size can be adjusted at any time!

Always embed the video in the first topic block! As far as you have done this, you can also add further videos as e.g. a link within a topic/anywhere in the course room.

However, this only works if you leave the first video **constantly ebaded** as video or link **in the first topic!**

Inserting videos (1/10)

The screenshot shows a Moodle course interface. On the left, there's a 'General' section with an 'Edit' button. Below it, there's a list of topics: 'Ankündigungen', 'Topic 1', and 'Topic 2'. A dropdown menu is open for 'Topic 1', showing options: 'Edit topic', 'Highlight', 'Hide topic', and 'Delete topic'. A green arrow labeled '1' points to the 'Edit' button in the top right of the 'Topic 1' section. Another green arrow labeled '2' points to the 'Edit topic' option in the dropdown menu.

Click in the desired topic section on "Edit".

Then in the drop-down menu, select the "Edit topic".

Inserting videos (2/10)

Summary of Topic 1

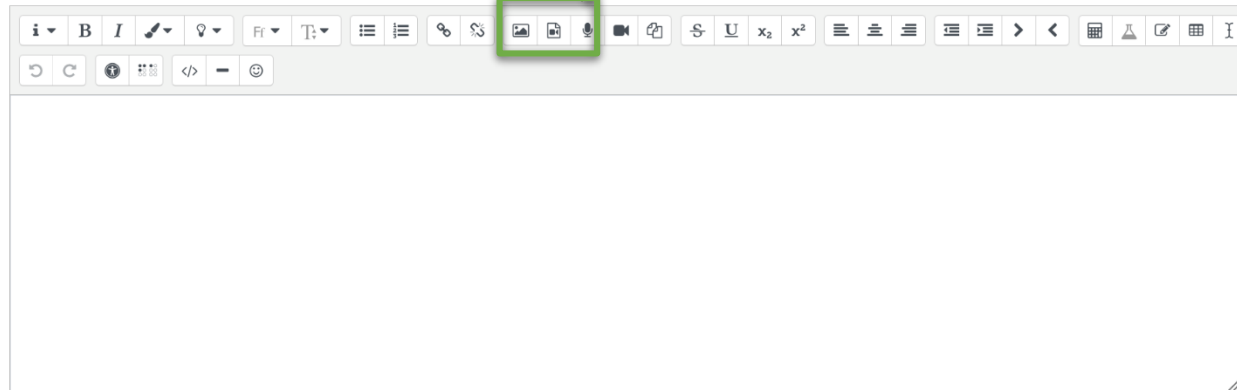
▼ General

Section name

☐ Custom

Topic 1

Summary



► Expand all

► Restrict access

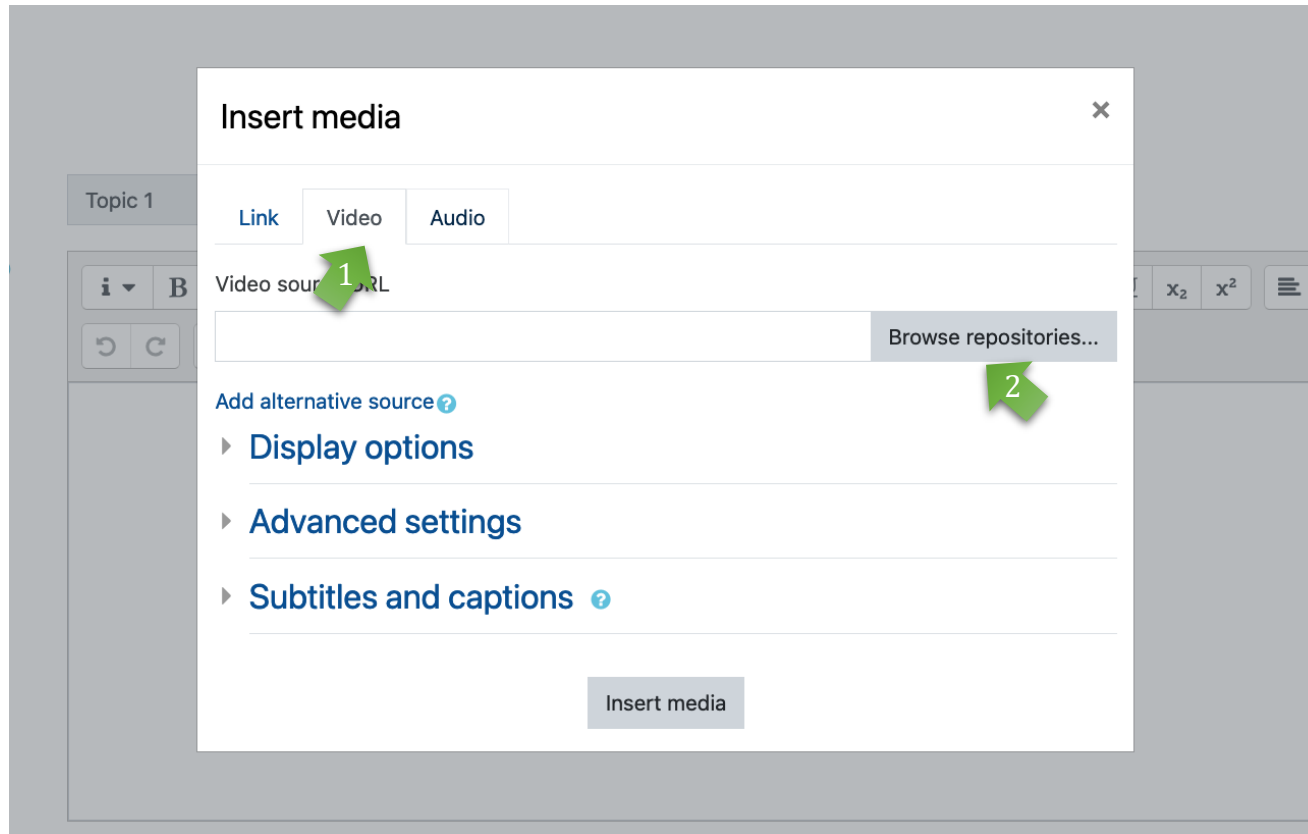
Save changes

Cancel

In the editor view of the theme you can directly embed the video and add a description text.

1 To insert a video from your Opencast course repository, click the icon "Insert or edit audio/video file" to open the dialog box.

Inserting videos (3/10)

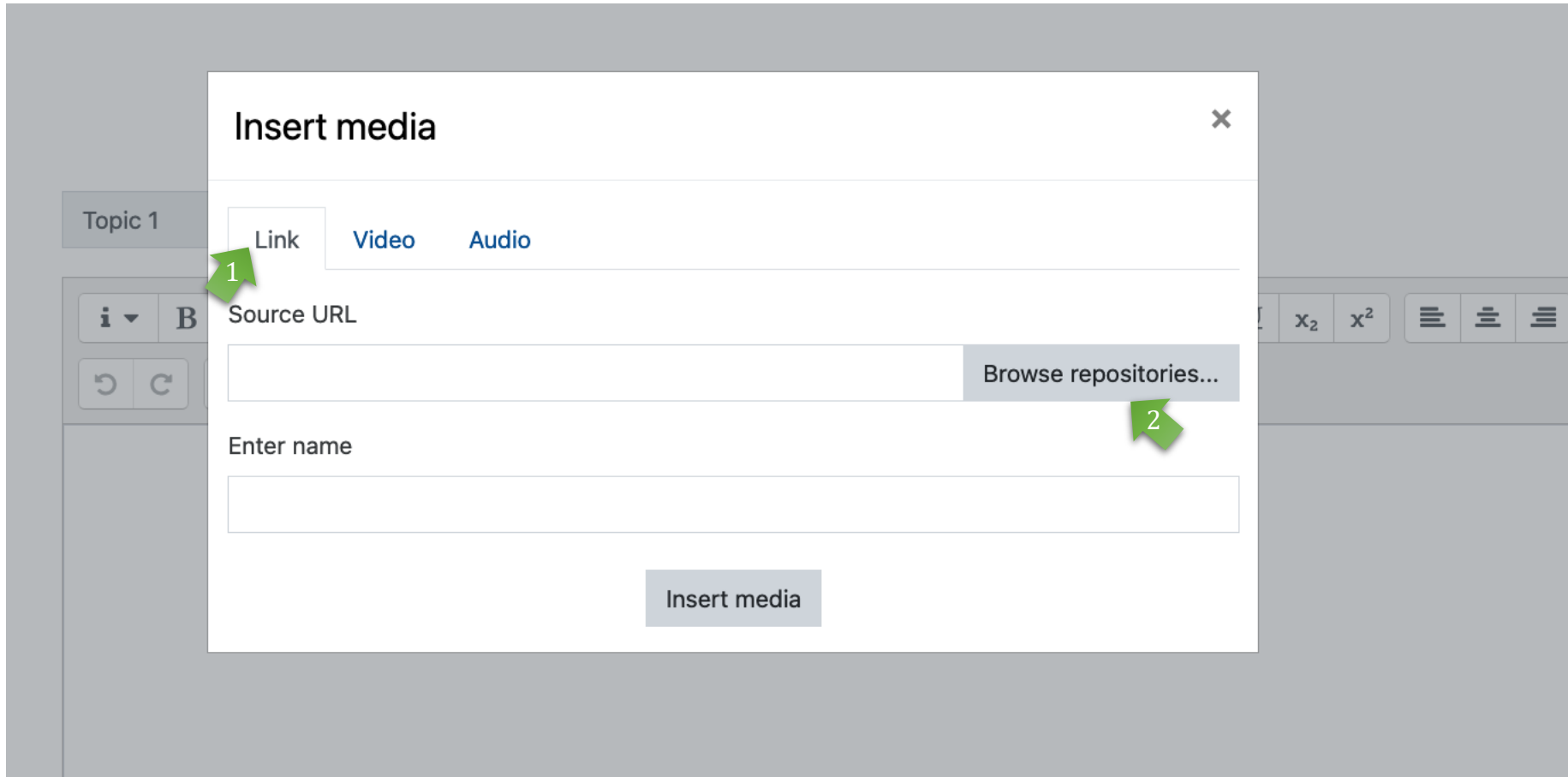


Variant 1: embed as video

1 In the dialog window select the tab "Video."

2 Click on the button "Browse repositories"

Inserting videos (4/10)

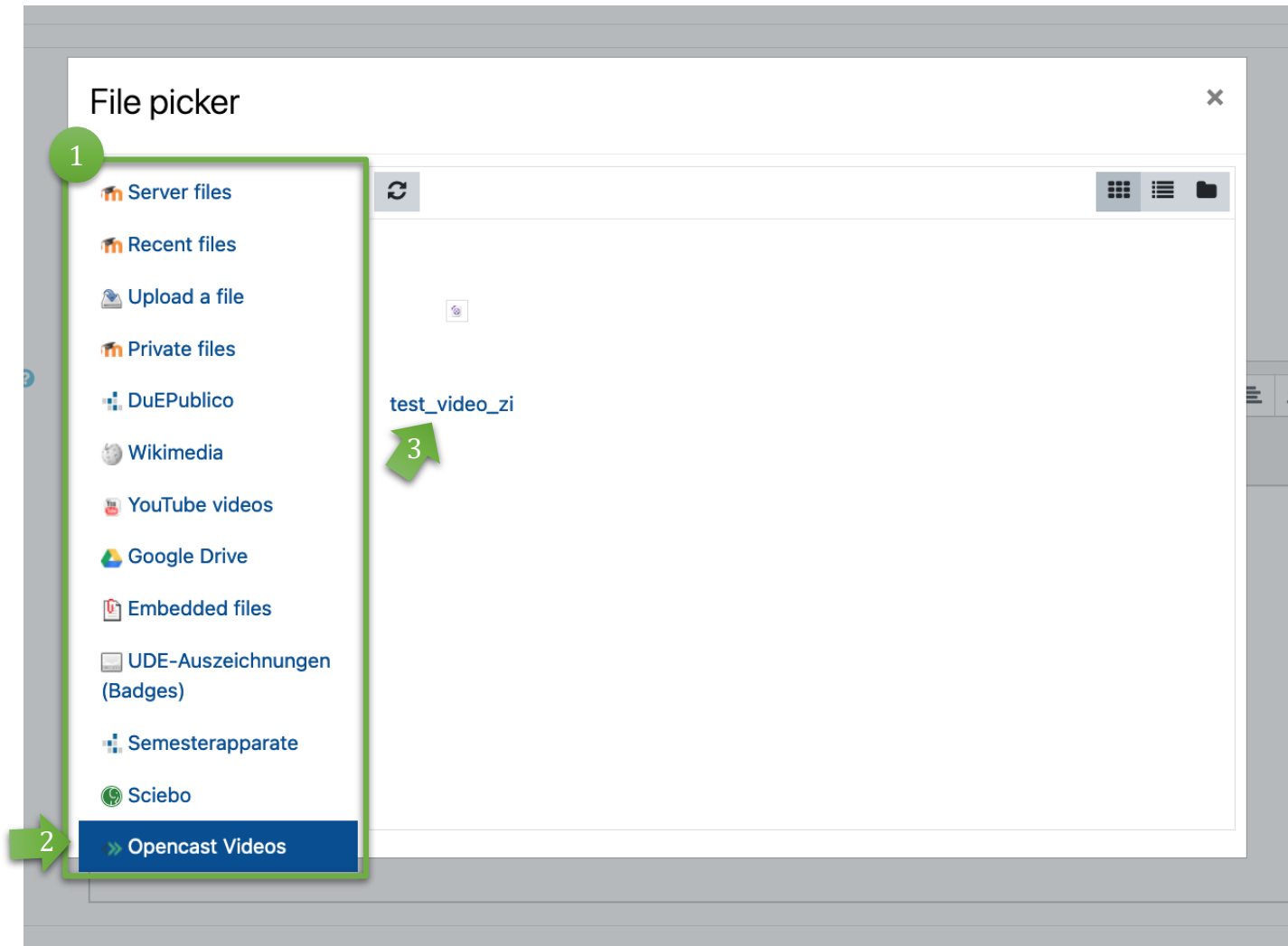


Variant 2: embed as link

1 Select in the dialog window the tab "link".

2 Click on the button "Browse repositories"

Inserting videos (5/10)

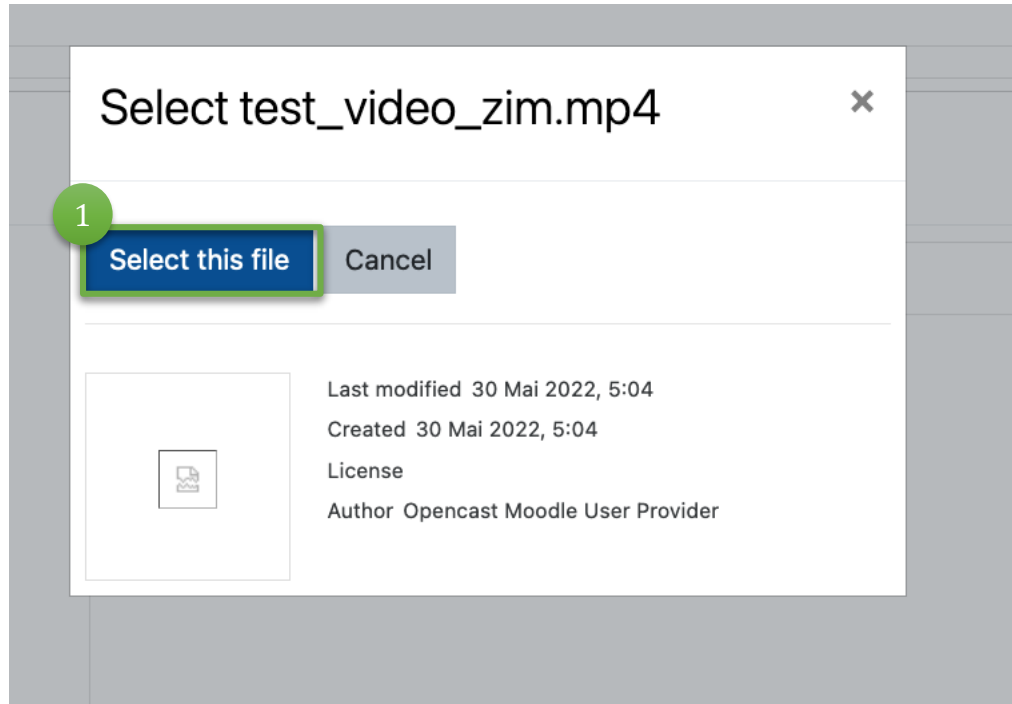


1 In the selection dialog window several options are given for selecting a video.

2 To output your video as a stream, select the "Opencast Videos" option.

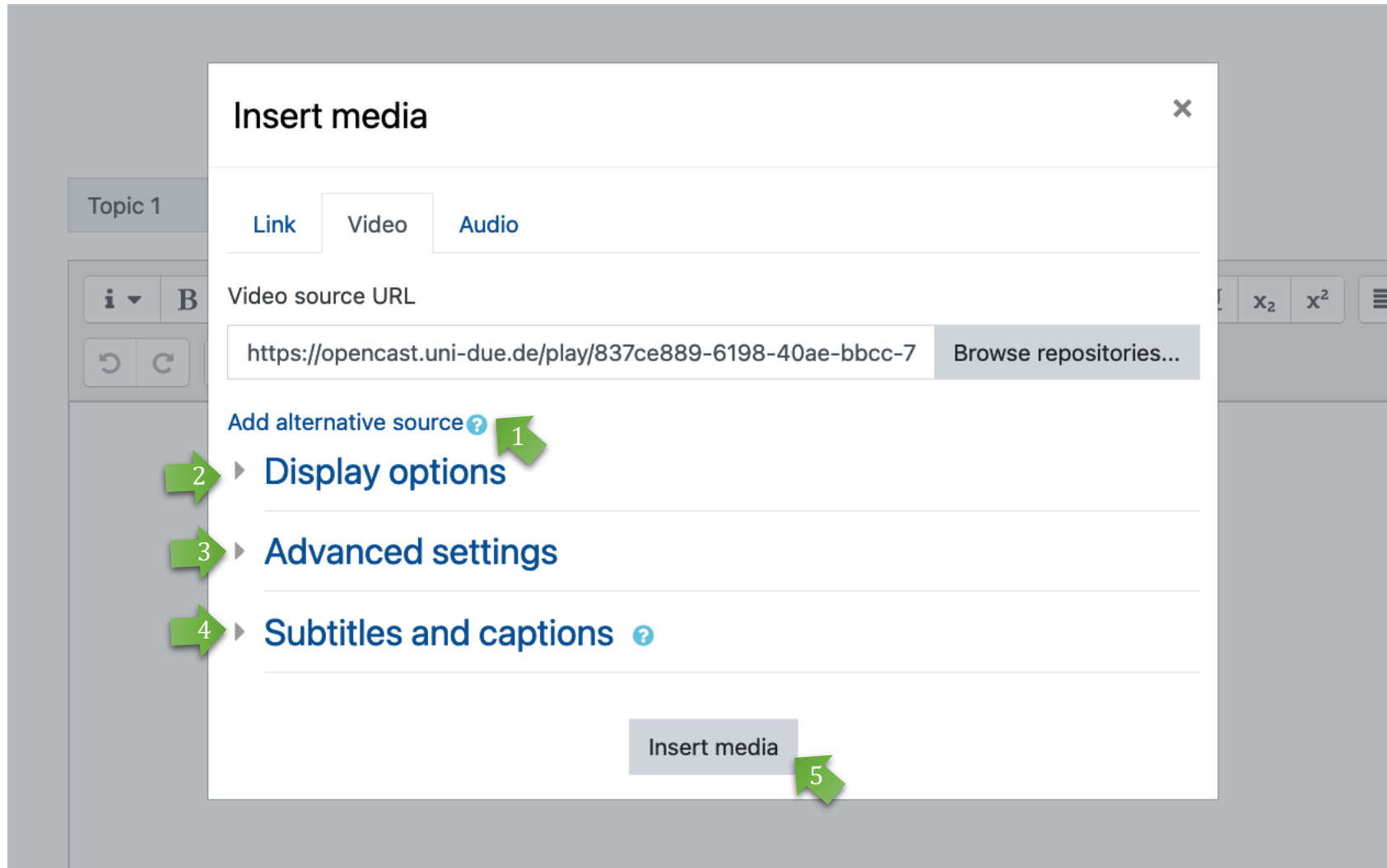
3 The list shows all available (previously uploaded videos) from your Opencast repository. Click on the video you want.

Inserting videos (6/10)



1 Confirm the file selection by clicking the button "Select this file".

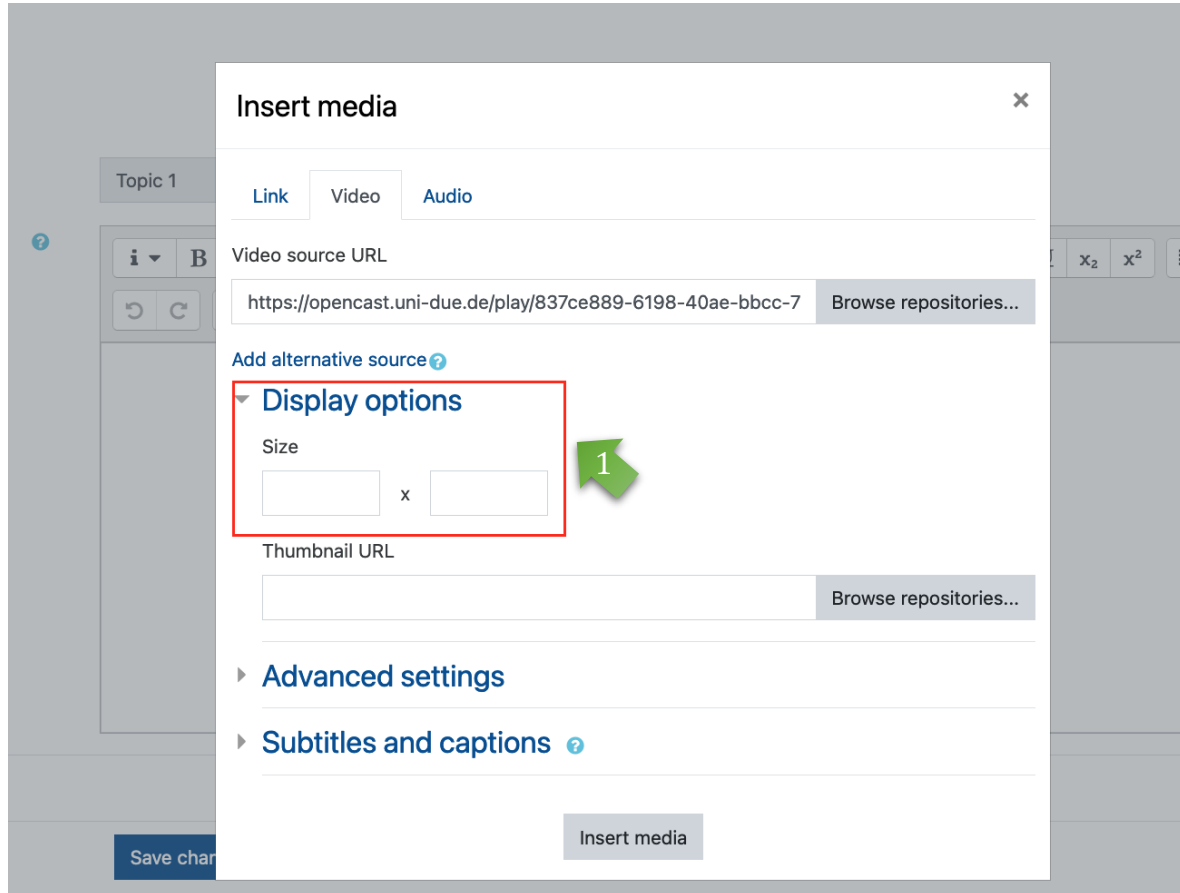
Inserting videos (7/10)



Additional options for variant 1: **Embed as video**

- 1 Selection of an alternative media file: **you do not need** to consider this option, because the adaptive streaming automatically selects the optimal resolution.
- 2 Representation: Change of size of the video, inserting a preview image (see next page).
- 3 Advanced settings: Options for silent playback, as a loop, for automatic start. You can also turn off the video control (not recommended).
- 4 Subtitles and captions: this function is currently still under development and testing.
- 5 To paste click "Insert Media".

Inserting videos (8/10)



The screenshot shows the 'Insert media' dialog box in Moodle, with the 'Video' tab selected. The 'Video source URL' field contains the URL 'https://opencast.uni-due.de/play/837ce889-6198-40ae-bbcc-7'. Below this, the 'Add alternative source?' link is visible. The 'Display options' section is highlighted with a red box and contains a 'Size' field with two input boxes separated by an 'x'. A green arrow with the number '1' points to this section. Below the 'Size' field is the 'Thumbnail URL' field. At the bottom, there are expandable sections for 'Advanced settings' and 'Subtitles and captions', and an 'Insert media' button.

Additional options for variant 1: embed as video

Under “Display options” you have the possibility to change the display size of the video.

Due to the design in Moodle it is recommended not to choose a square display, but e.g. 800x300 or similar.

You can skip this point if you want to stay with the original size (see example on page 15).

Inserting videos (9/10)

Beschreibung von Thema 1

Alles aufklappen

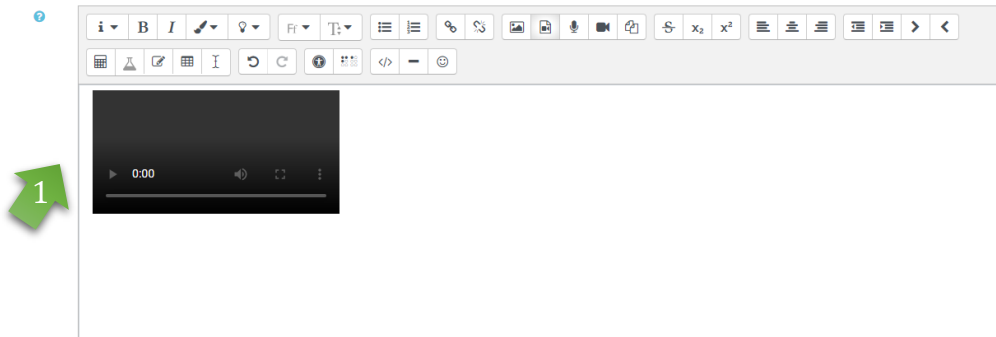
Allgemeines

Name des Abschnitts

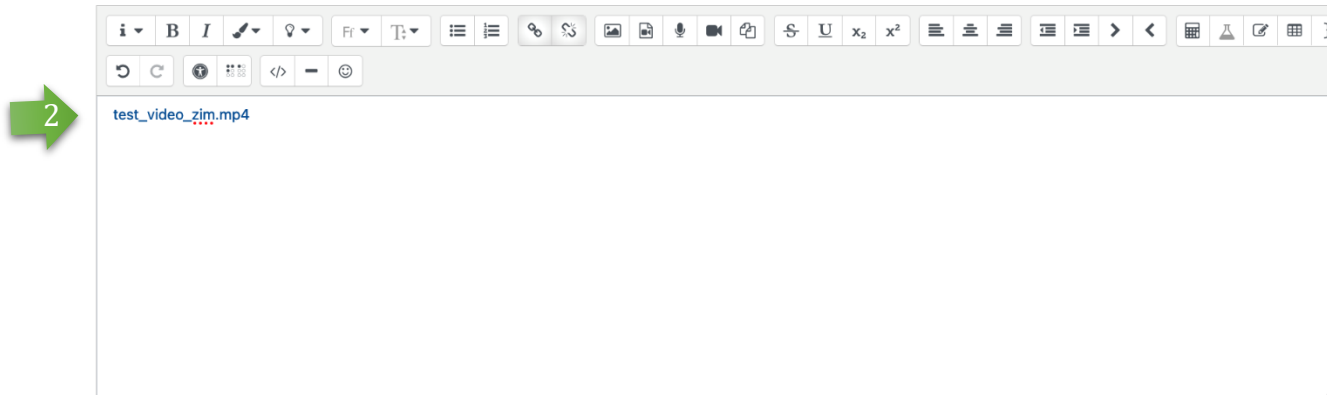
Angepasst

Thema 1

Beschreibung



Voraussetzungen



Save changes

Cancel

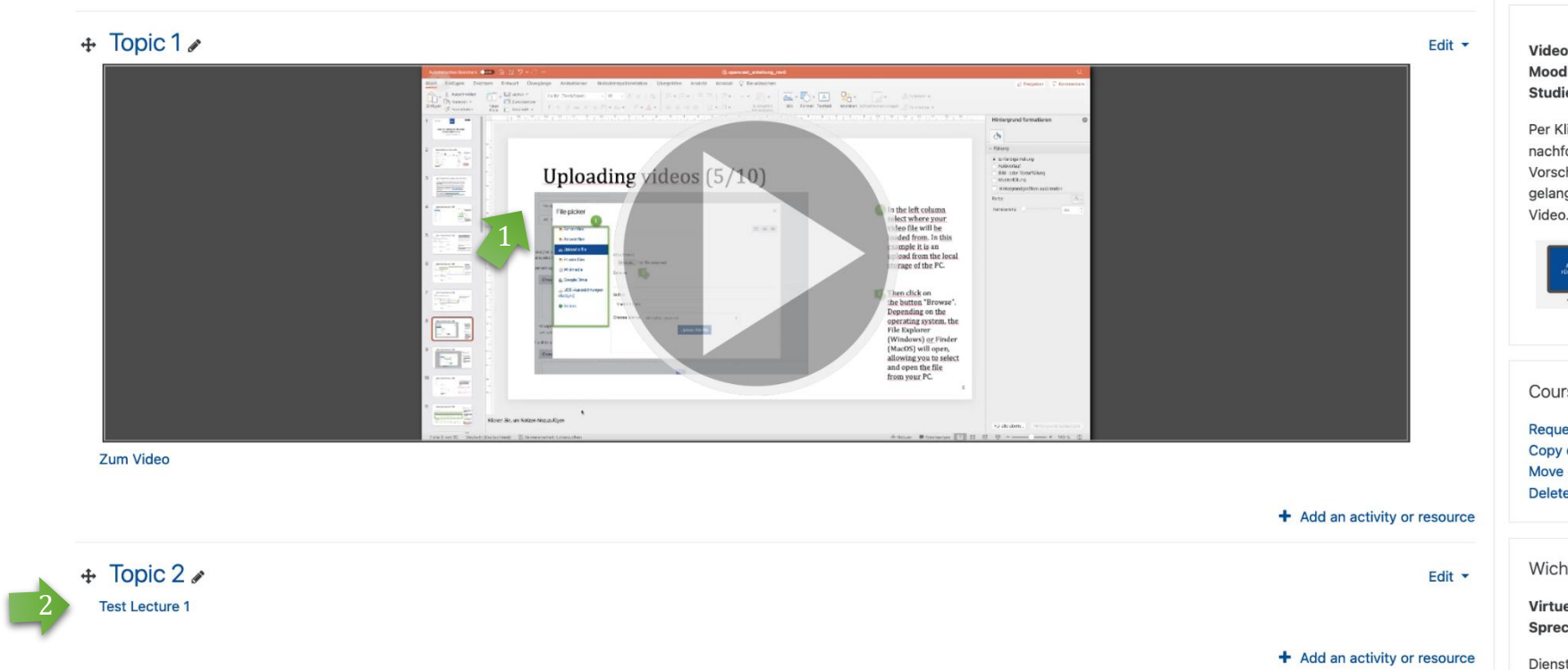
Variant 1: embed as video
Your video will be displayed as an icon image.

Click here "Save Changes" to insert the video into the topic section.

Variant 2: embed as link
Your video will be displayed as a link.

Click here "Save Changes" to insert the video into the topic section.

Inserting videos (10/10)



The screenshot shows a Moodle course page. At the top, there's a section titled "Topic 1" with an "Edit" button. Below it is a video player showing a video titled "Uploading videos (5/10)". A green arrow labeled "1" points to the video player. Below the video player is a link "Zum Video". At the bottom of the page, there's a section titled "Topic 2" with a sub-section "Test Lecture 1". A green arrow labeled "2" points to this section. On the right side, there's a sidebar with various navigation options: "Video Moodl Studie", "Per Kli nachfc", "Vorsch gelang", "Video.", "Cours", "Reque", "Copy", "Move", "Delete", "Wich", "Virtue", "Sprec", and "Dienst".

After saving, your video should appear in the selected topic section as a

- 1 video preview or
- 2 link.

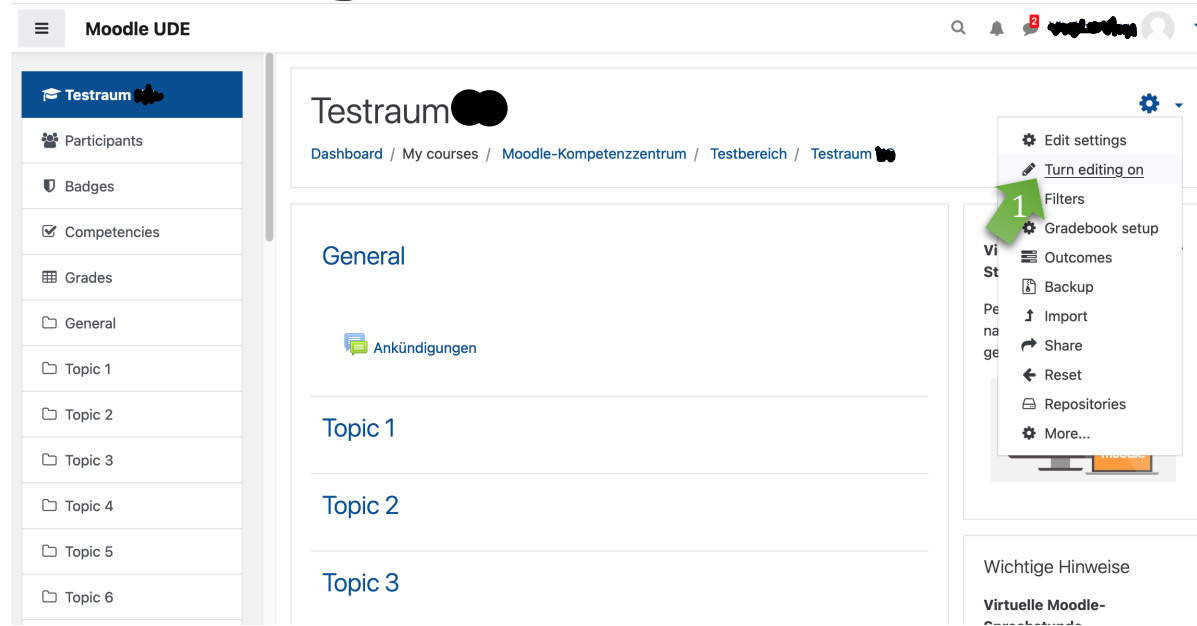
You or your students can start the video by clicking on the video/link.

Inserting further videos

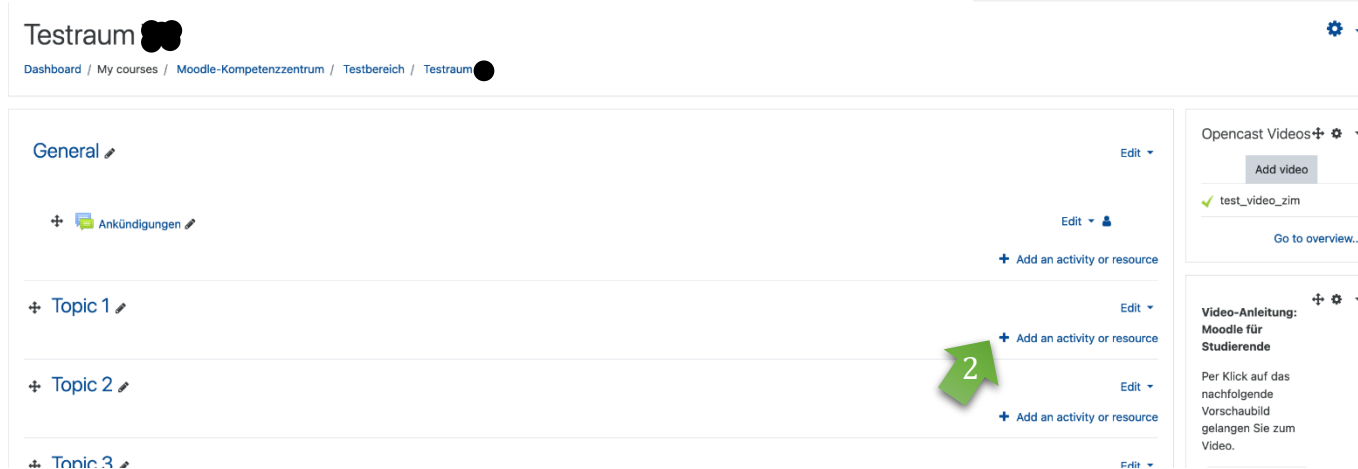
Note

You can either embed **additional** videos (as described before) in the topic section as a video or as a link, or add them separately as working material (link) within the topic/at any place in the course room. However, it is important that at least 1 video is always embedded (and remains) in the first topic section, otherwise adding further videos will not work!

Inserting further videos as material (1/4)



1 Activate the edit mode in your course.



2 Then click on “Ad an activity or resource” for the desired topic.

Inserting further videos as material (2/4)

Add an activity or resource

Scheduler

SCORM package

Student folder

Survey

Textlavor (PDF-Annotations BETA)

Wiki

Workshop

RESOURCES

Book

File

Folder

IMS content package

Label

Page

URL

The URL module enables a teacher to provide a web link as a course resource. Anything that is freely available online, such as documents or images, can be linked to; the URL doesn't have to be the home page of a website. The URL of a particular web page may be copied and pasted or a teacher can use the file picker and choose a link from a repository such as Flickr, YouTube or Wikimedia (depending upon which repositories are enabled for the site).

There are a number of display options for the URL, such as embedded or opening in a new window and advanced options for passing information, such as a student's name, to the URL if required.

Note that URLs can also be added to any other resource or activity type through the text editor.

[More help](#)

Add

Cancel

Adding a new URL to Topic 3

General

Name

External URL

Description

Choose a link...

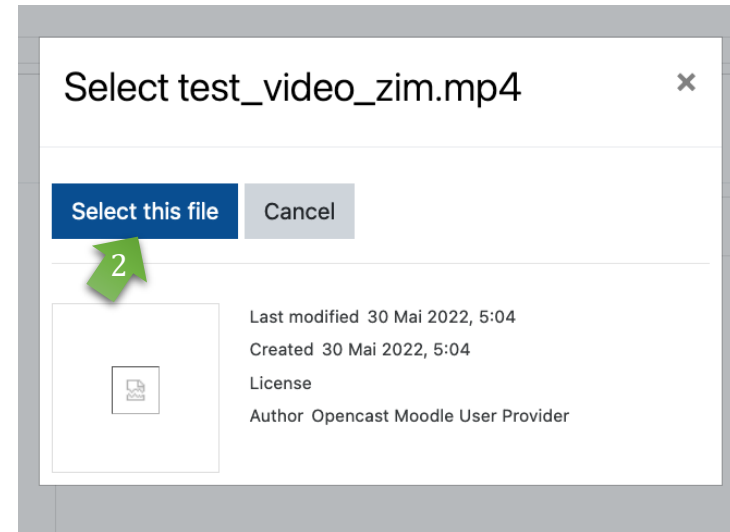
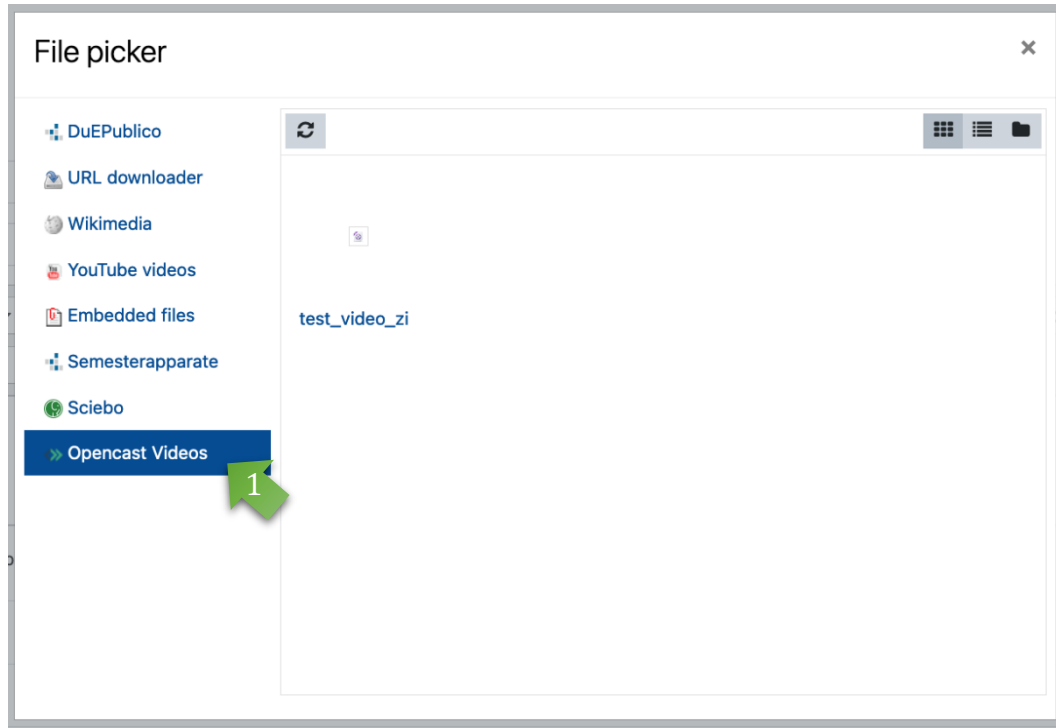
☐ Display description on course page

A menu will open. Scroll all the way down to the **RESOURCES** and select "URL."

Then click on "Choose a link".

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Inserting further videos as material (3/4)



1 In the new window click on "Opencast Videos".

2 Select a video and then confirm that you want to use this video by clicking "Select this file".

Inserting further videos as material (4/4)

Adding a new URL to Topic 3

General

Name 1 Video as Link

External URL https://opencast.uni-due.de/play/837ce889-6198-40ae-bbcc-7361a55eca10 Choose a link...

Description

☐ Display description on course page

Appearance

URL variables

Common module settings

Restrict access

Tags

Competencies

Save and return to course Save and display Cancel

2

1 Now give your video a name. With this name, the video will be displayed in the course room.

2 Then click on "**Save and return to course** or **Save and display**".

3 Your video is now available as a link for your students enrolled to this course.

Topic 3

3 Video as Link

Topic 4