

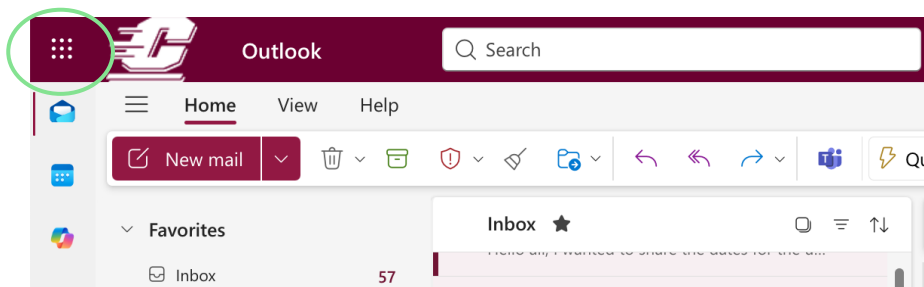


How To Access Clipchamp

(screenshots included below)

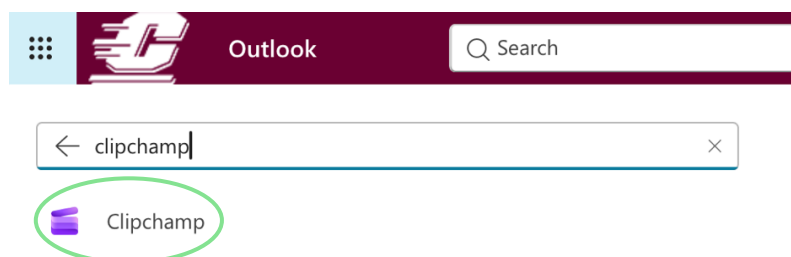
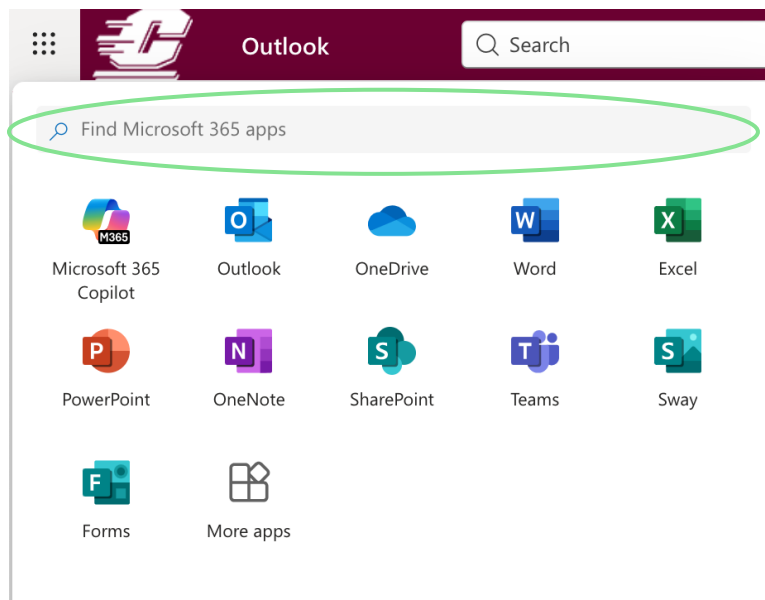
1. Open your CMICH Outlook email
2. In the top left corner, there is a square grid (beside the flying C)
3. When you select it a Microsoft app dropdown will appear
4. In the search bar that reads “Find Microsoft 365 Apps” type in “Clipchamp”
5. An icon for the Clipchamp app will appear
6. Once you select “Clipchamp” there will be an option to “Create video project” (Note that creating a video with this app requires Microsoft Edge or Google Chrome)
7. Click “Record and create” to begin making your video
8. Once you’ve created your video and reviewed it, please rename it (file name is at top left)
9. When you are ready to submit your video, click the “Share” dropdown and select “Share”
 - a. A pop-up window will appear. Click the gear icon next to “Copy Link” for “Link settings”. Ensure that “Anyone” or “People in your organization” is selected and can “View”, then click “Apply”
 - b. When you mouse over “Copy Link”, it will show you the share settings for the created link. Double check that it matches what you selected, then click “Copy link” and paste that link into the application form in the appropriate place (question #13)

In the top left corner, there is a square grid (beside the flying C).

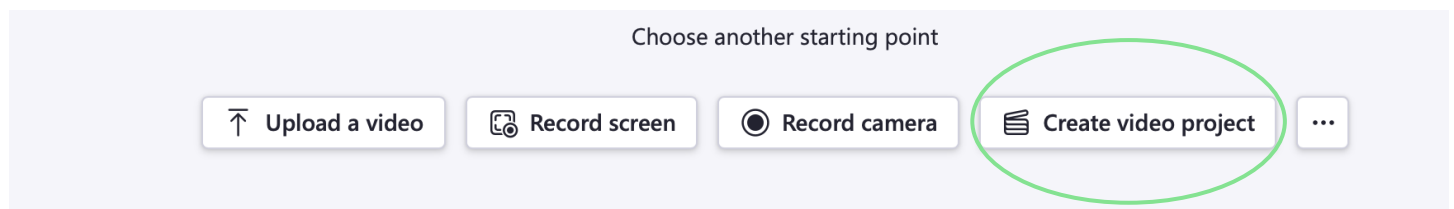


When you select it a Microsoft app dropdown will appear.

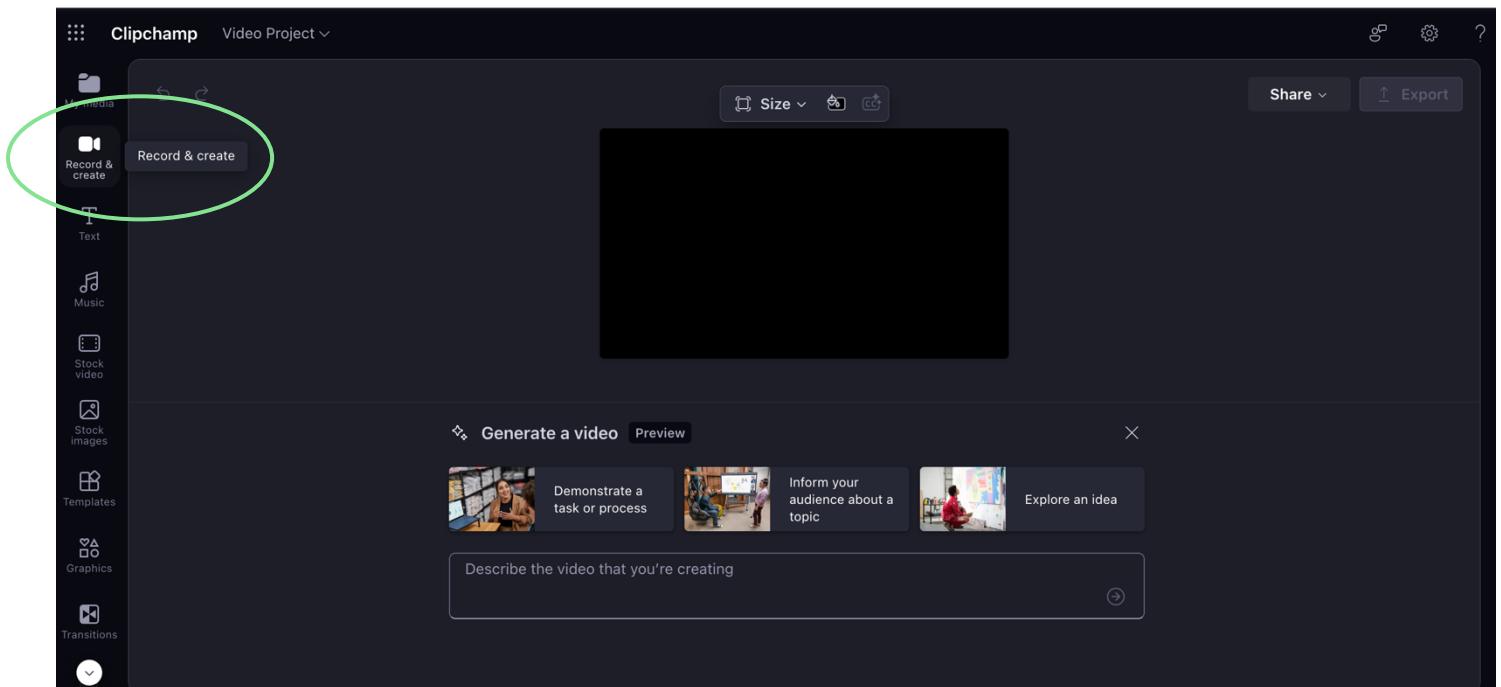
In the search bar that reads “Find Microsoft 365 Apps” type in “Clipchamp”.



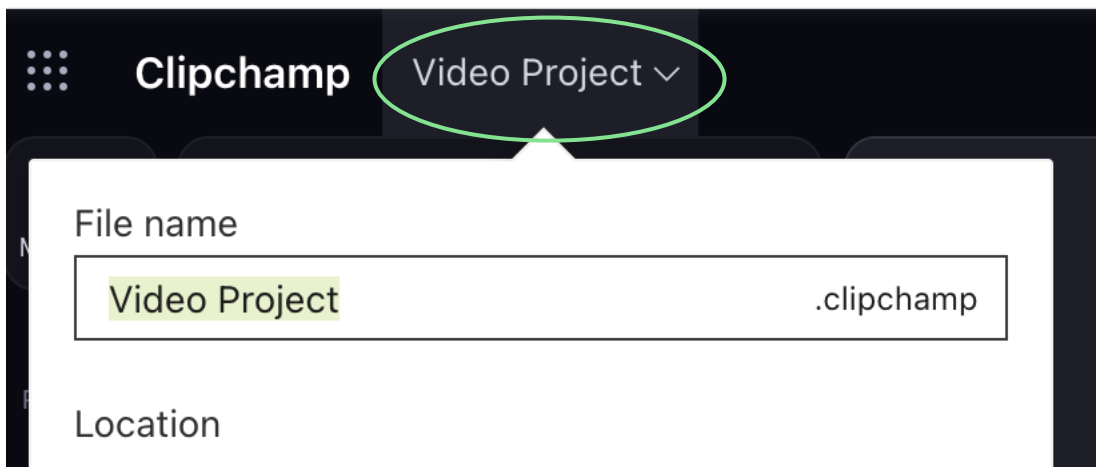
Once you select “Clipchamp” there will be an option to “Create video project” (Note that creating a video with this app requires Microsoft Edge or Google Chrome).



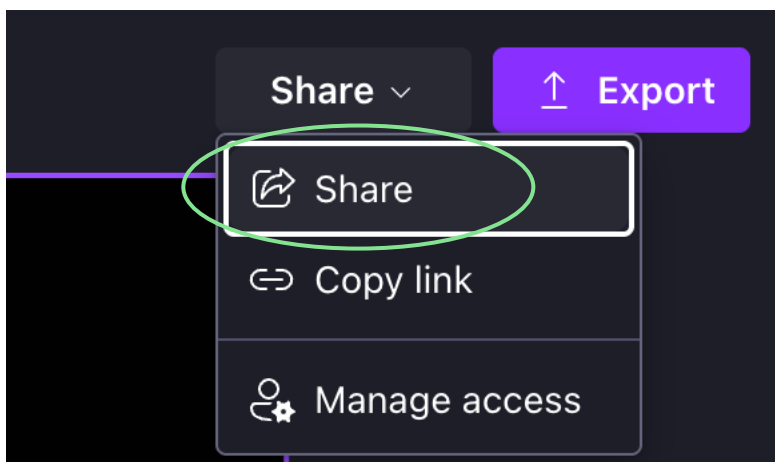
Click “Record and create” to begin making your video.



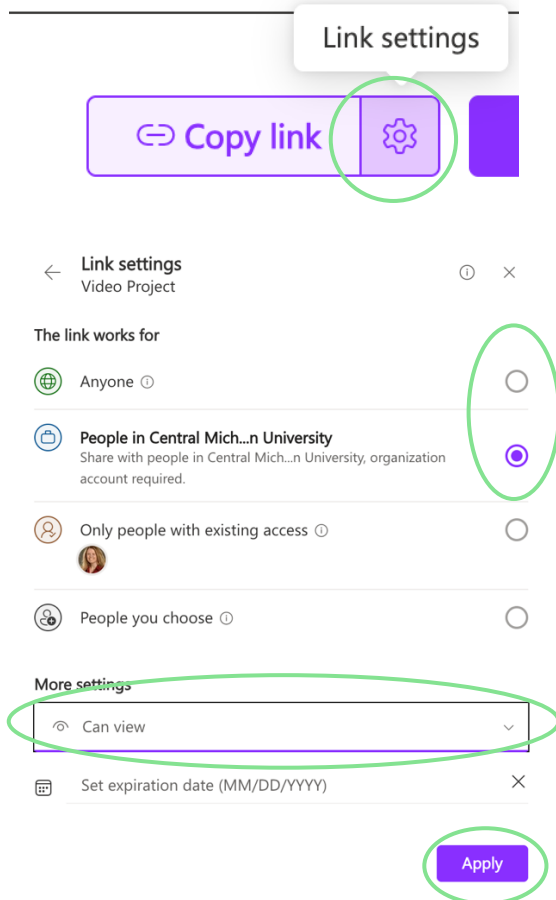
Once you’ve created your video and reviewed it, please rename it (file name is at top left).



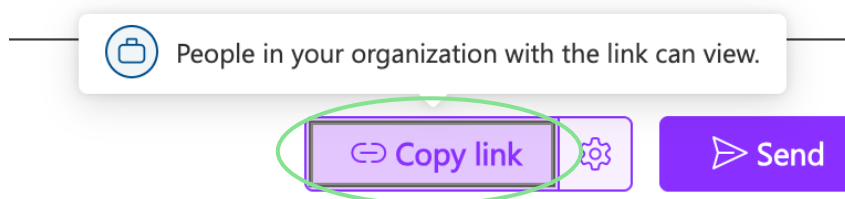
When you are ready to submit your video, click the “Share” dropdown and select “Share”.



A pop-up window will appear. Click the gear icon next to “Copy Link” for “Link settings”. Ensure that “Anyone” or “People in your organization” is selected and can “View”, then click “Apply”.



When you mouse over “Copy Link”, it will show you the share settings for the created link. Double check that it matches what you selected, then click “Copy link” and paste that link into the application form in the appropriate place (question #13).



13. Please submit the link to your video (Clipchamp is required - see application instructions for details. Please make sure the share settings of your video allow anyone with the link or anyone within CMU to view the link) * 

JC7dSo0t5QKP0XeY-ZA0iAbphbj3ULmi2zrhNcLtyhyE?tdid=e774bed9-fc29-4758-ba64-49358b0bd7f5