How to Record a Video on YouTube

1. Log in to Google with your Regent Gmail account, making sure to type out your full email address. In the top right hand corner, click on the grid icon, then click on the YouTube icon.

2. Once you are on the YouTube homepage, click on your picture in the top right hand corner of the screen, then click on the Creator Studio button.

3. From the left menu under Creator Studio, choose the Live Streaming option, then choose Events. The events option will allow you to record a video but make it Private until you are ready to share it with your instructor or classmates.
4. If this is the first time creating a live recording on your YouTube account, you will need to click the Get Started button and agree to the Terms and Conditions, after which you can click the Create live event button.

5. Make sure to change the settings from Public to Private so that only you can view the video at first. Later after you have completed the video you may make it public or unlisted to share with others. Once you have filled in the necessary information, click the button that says Go Live Now, then OK. The session will start as a Google Hangouts on Air.
6. From the broadcast page, you can control the camera, microphone, and video settings. Nothing will be recorded until you click the **green button** at the bottom that says **Start broadcast**. You will then see buttons at the top and bottom that say the video is **Live**. When you are finished recording, click the **red button** that says **Stop broadcast**.

![Start broadcast button]

7. When the video has ended, you will be returned to YouTube where you can click **Edit** to make adjustments to your video.

![Edit button]
8. On the left menu under the **Create** tab, choose **Video Editor**. Drag and drop the video you have just recorded into the **space next to the camera icon**. From here you will be able to make simple, quick adjustments, such as cutting out portions of the video or changing the settings for brightness, contrast, zoom, etc.

![Video Editor Interface](image)

9. Once you are finished editing your video, go back to the **Video Manager** tab, click the **Edit** button next to your video, and then **change the video’s privacy settings** to either **Public** or **Unlisted**. On the right of this page you will also see a list of the video information which concludes with the **video’s URL**. Copy this link and send it to your professor or fellow students to share your video.

![Video Manager Interface](image)