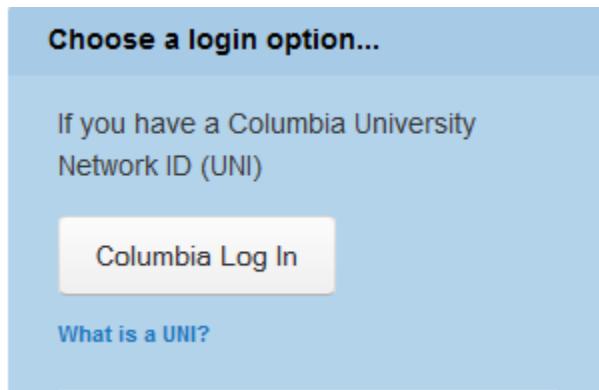


# T7102 Mediathread Group Assignment Instructions

Below are instructions on how to view multiple videos and create and edit a group composition (essay).

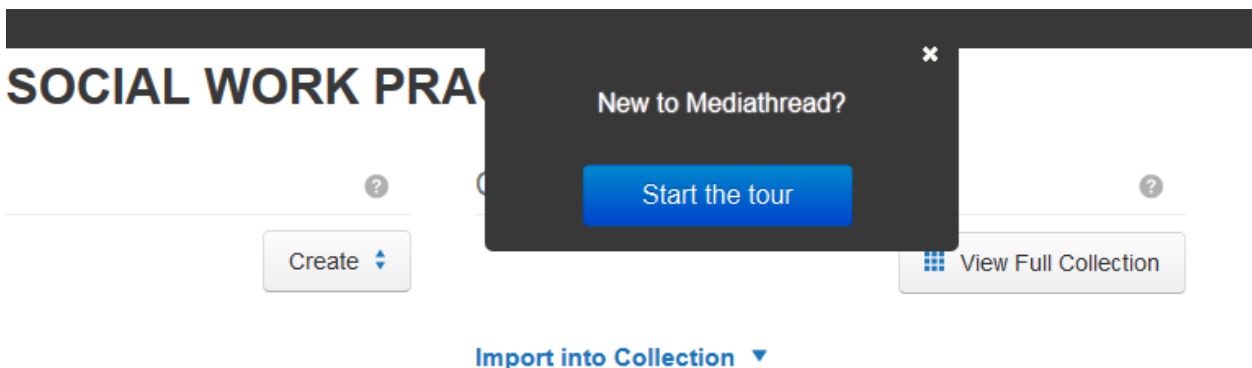
1. Log into Mediathread <http://mediathread.ccnmtl.columbia.edu>



2. Log in with your UNI and password.

A screenshot of the Columbia University Network ID (UNI) login form. At the top, it says "C O L U M B I A" and "CNMTL". To the right, it says "PHONE: 212-854-9058" and "EMAIL: CCNMTL@COLUMBIA.EDU". Below that, there are two input fields: "UNI" and "PASSWORD". There is a "Log in" button at the bottom.

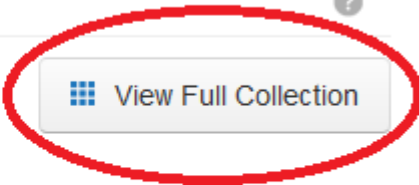
3. If you only have one Mediathread site for this term, then you should see your SOCW-T7102 Mediathread site. You will be presented with the option to "Start the tour" which is a Mediathread tutorial. This is optional and you can click X to close the tour.




# T7102 Mediathread Group Assignment Instructions

4. Click on View Full Collection to access all videos.

## Collection



 View Full Collection

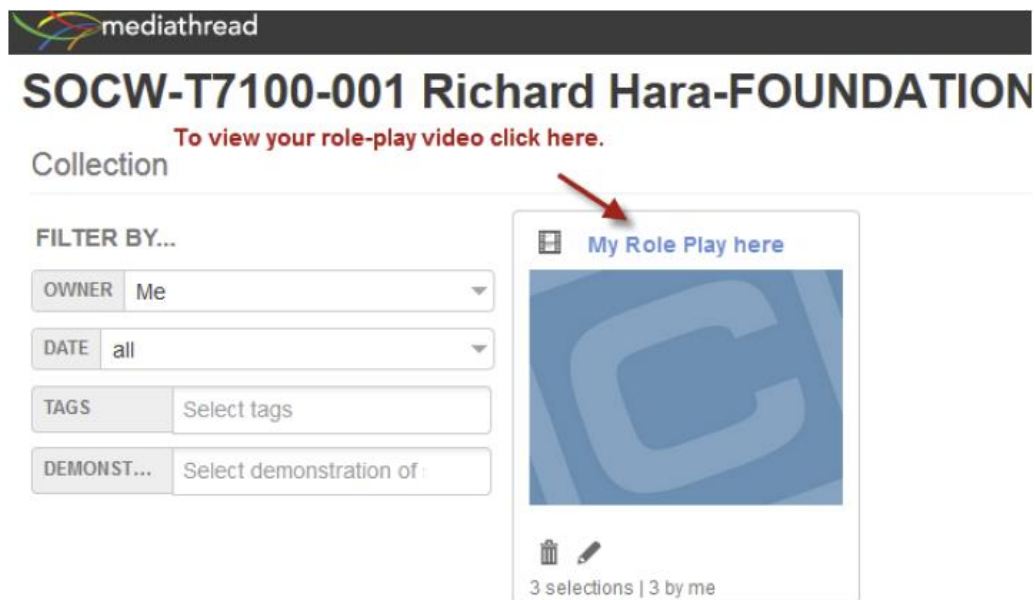
Import into Collection ▼

5. To locate your partner's video, click on the dropdown menu next to OWNER and select the video with your partner's name or "All Class Members" to see full collection.

### FILTER BY...

OWNER	Me	▼
DATE	all	▼
TAGS	Select tags	

6. Click the video link to view and create selections (clips). For a refresher on how to create selections, go to page 4 of the [Step-By-Step User Guide](#).



mediathread


## SOCW-T7100-001 Richard Hara-FOUNDATION


To view your role-play video click here.



Collection

FILTER BY...

OWNER	Me	▼
DATE	all	▼
TAGS	Select tags	
DEMONST...	Select demonstration of	

 [My Role Play here](#)



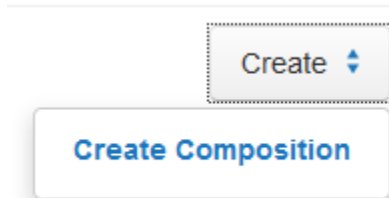
3 selections | 3 by me

# T7102 Mediathread Group Assignment Instructions

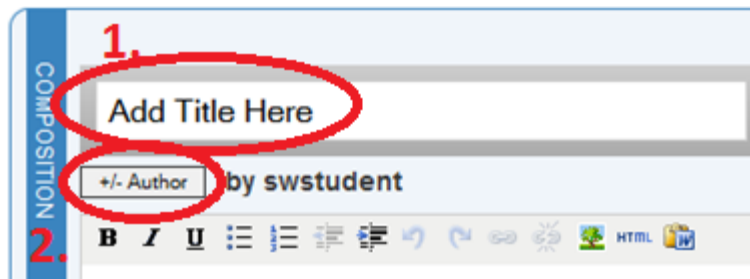
7. To create a group paper, go to the home screen by clicking on the course title, “SOCW-T7102...” at the top of the page.



8. Click on “Create” and then select “Create Composition”



9. Rename “Untitled” and add a title. This is required. Click on “+/- Author” to add your partner’s name.



# T7102 Mediathread Group Assignment Instructions

10. Find and select your partner's name then add them to Chosen Participants.

The screenshot shows the 'Update Authors' dialog box. It has a blue header with the title 'Update Authors' and a close button (X). Below the header are two panels: 'Available participants' on the left and 'Chosen participants' on the right. The 'Available participants' panel has a search bar labeled 'Filter' and a list of names: Yamile Marti, mp3215, pg2301, SW2794, swav, and swinstructor. The name 'pg2301' is circled in red. Below this list is a 'Choose all' button with a right arrow. The 'Chosen participants' panel has a list with 'swstudent' and a right arrow button. Below this list is a 'Remove all' button with a left arrow. Between the two panels, the text '2. Click Right Arrow' is written in red, with a red circle around the right arrow button. At the bottom right of the dialog, the text '4. Click X when done' is written in red, with a red circle around the close button. At the bottom center, the text '3. Click Update' is written in red, with a red circle around the 'Update' button. At the bottom left, the text '1. Select Participant(s)' is written in red, with a red circle around the 'pg2301' name.

11. Once updated, you and your partner(s) should be listed as Authors

The screenshot shows a button labeled '+/- Author' next to the text 'by swstudent, pg2301'.

12. To access and edit the group composition click on the title of your paper, e.g. "Add Title Here"

The screenshot shows a section titled 'COMPOSITION' in blue. Below it is the text 'Add Title Here' in bold. Underneath that, it says 'by swstudent, pg2301 saved on 03/13/14 at 09:53 AM' and 'Private'. There is a trash can icon on the right side.

13. For a refresher on how to add selections (clips) and how to submit your assignment to your instructor, go to page 8 of the [Step-By-Step User Guide](#).