

Saint Leo University subscribes to NBC Learn, a premium collection of video resources, primary sources, images, and text resources. Access to these resources is always FREE to Saint Leo University faculty and students; there is no need to sign up for a trial version of the software.

Accessing NBC Learn via LearningStudio

Note: These 5 steps must be done whenever anyone wishes to view, download, or share videos on a computer. If you do not see the message in Step 5 near the upper right corner of the NBC Learn Higher Ed website, you must repeat the 5 steps, as you are not properly logged in.

1. Login to your LearningStudio course via my.saintleo.edu
2. Click the **Resources** module in the course navigation tree on the left.
3. Under the **Resources** module, click the **NBC Learn** item.
4. On the NBC Learn page, click the link to open a new tab/window.
5. You should see "**Welcome, [your_first_name]**" near the upper right corner of the NBC Learn Higher Ed site. You are now logged in to NBC Learn Higher Ed with your LearningStudio account.

Alternative Methods of Accessing NBC Learn

1 If you teach an on-ground, blended, or web-enhanced class and would like to **access resources from NBC Learn in LearningStudio**, you or your students need to access the **Resources** module in the left menu and select the **NBC Learn** link. **NOTE: This is the recommended method for accessing NBC Learn.**

2 If you teach an on-ground, blended, or web-enhanced class and would like your students to **access resources from NBC News Archives on their own at a location other than University Campus**, there's a one-time registration process that needs to take place before you or your students can access the resources.

NOTE: These steps are unnecessary if you are access NBC Learn via LearningStudio - see #1 above.

- Please visit NBC Learn [K-12](#) or NBC Learn [Higher Education](#)
- Choose "Register Now" at the top right hand corner of the screen
- Enter your Saint Leo University email and password and complete the rest of the information as required
- If you are not on University Campus when completing this process, you will need the appropriate registration code, which can be found in [this document](#) on the intranet (portal sign-in required).
- Upon return visits to NBC Learn, simply "Sign In" with your email and the password

3 If you teach an on-ground, blended, or web-enhanced class and would like to **access resources from NBC Learn in your classroom at University Campus** simply visit NBC Learn [K-12](#) or NBC Learn [Higher Education](#) to select and show the videos.

4 If you teach an on-ground, blended, or web-enhanced class and would like to **access resources from NBC Learn in your classroom outside University Campus**, you can follow steps 1 or 2 as previously described.

Getting to Know the Video CueCard

Air/Publish Date now available on front of Cue Card



"Flip" and "Close" buttons redesigned and moved to the Upper Right corner

Click and drag to resize the Transcript drawer

NEW! Activities drawer will appear if a student activity is available for a resource.

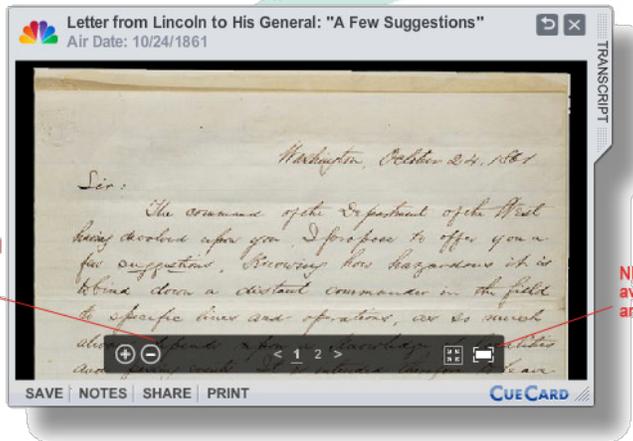
NEW! Closed Captioning now available

Streamlined "Notes" drawer for personal notes. (not available in Blackboard)

Improved "Share" drawer for emailing, sharing and linking to the Cue Card. (not available in Blackboard)

NEW! Click and drag to resize the Cue Card

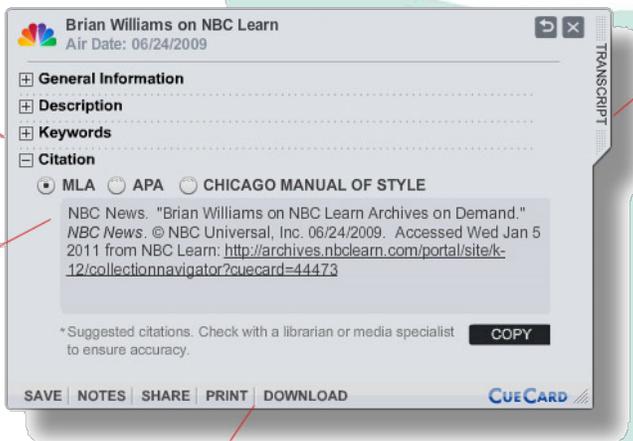
Simplified controls and pagination for images and documents



NEW! Full screen now available for images and documents

Link to this Card URL moved to the Front in the "Share" drawer

NEW! MLA, APA and Chicago Manual of Style citations for Video resources



Transcript and Activities drawers now available from the back of the Cue Card

Bottom row functionality now available on the back of the Cue Card

Save a Video to a Playlist

Note: You can save Playlists of CueCards, which are simply lists of videos. These Playlists are saved in your NBC Learn account on their website.

1. Complete the 5 steps above for [Accessing NBC Learn via LearningStudio](#).
2. Search for a video and click it to open its CueCard.
3. Click the **Save** tab below the video.
4. Create a new Playlist or select an existing Playlist.
5. Click the **Save** button.

Access a Saved Playlist

1. Complete the 5 steps above for [Accessing NBC Learn via LearningStudio](#).
2. Near the top of the NBC Learn site, click the **My Playlists** tab.
3. Select the desired Playlist from the list on the left.
4. Adjust the desired view and sorting settings.
5. Click the **Edit Playlists** tab above the list of Playlists to quickly rename, reorder, or delete Playlists. You can also create new Playlists here.

Get a Hyperlink to Share a Playlist

1. Complete the 5 steps above for [Accessing NBC Learn via LearningStudio](#).
2. Near the top of the NBC Learn site, click the **My Playlists** tab.
3. Select the desired Playlist from the list on the left.
4. Click the **Copy URL** button above the videos.
5. Click the **Copy URL** button in the pop-up to copy the hyperlink URL to your clipboard.
6. Paste (CTRL+V) the hyperlink into your document.

Note: Any user who clicks on the hyperlink in your document must first have completed the 5 steps for [Accessing NBC Learn via LearningStudio](#) prior to clicking the hyperlink, or the user will not be able to view the full videos.

Get a Hyperlink to Share a Video CueCard

1. Complete the 5 steps above for [Accessing NBC Learn via LearningStudio](#).
2. Search for a video and click it to open its CueCard.
3. Click the **Share** tab below the video.
4. Click the **Copy URL** button to copy the hyperlink URL to your clipboard.
5. Paste (CTRL+V) the hyperlink into your document.

Note: Any user who clicks on the hyperlink in your document must first have completed the 5 steps for [Accessing NBC Learn via LearningStudio](#) prior to clicking the hyperlink, or the user will not be able to view the full video.

Download a Video for Offline Playing

Note: You can save videos to your computer for offline viewing (viewing without an internet connection)

1. Complete the 5 steps above for [Accessing NBC Learn via LearningStudio](#).
2. Search for a video and click it to open its CueCard.
3. Click the **Download** tab below the video.
4. If necessary, you will be asked to install **Adobe Air** platform and the **NBC Learn Offline Player** application. This step will only need to be done once per computer. Follow the on-screen prompts.
5. Click either the **High** or **Low** quality button to begin downloading the video to the NBC Learn Offline Player application.

View a Downloaded Video in the NBC Learn Offline Player

1. You must first have completed the 5 steps to [Download a Video for Offline Playing](#).
2. Open the **NBC Learn Offline Player** application.
3. Hover your mouse over the NBC peacock logo, and click the **Library** button to display a Library of your downloaded videos.
4. Click the desired video to play it.

Export a Downloaded Video from the NBC Learn Offline Player

Note: You can export a video saved in your NBC Learn Offline Player to import into another computer's NBC Learn Offline Player. The second receiving computer will need to have the NBC Learn Offline Player application installed (see [Download a Video for Offline Playing](#)).

1. You must first have completed the 5 steps to [Download a Video for Offline Playing](#).
2. Open the **NBC Learn Offline Player** application.
3. Hover your mouse over the NBC peacock logo, and click the **Library** button to display a Library of your downloaded videos.
4. Click the desired video to play it.
5. With the desired video playing, hover your mouse over the NBC peacock logo, and click the **Export** button.
6. Click the **Browse** button to select a location to which you wish to save the exported video. You do not need to type a name. The file will be saved using the video's title as the filename, with a .nbc extension.

Import a Downloaded Video into the NBC Learn Offline Player

Note: Only a .nbc video exported from another NBC Learn Offline Player can be added using this Import procedure.

1. You must first have installed the NBC Learn Offline Player application (see [Download a Video for Offline Playing](#)).
2. Open the **NBC Learn Offline Player** application.
3. Hover your mouse over the NBC peacock logo, and click the **Import** button.
4. Click the **Browse** button to select a video from a location on your computer or a removable media device. It will be imported into the Library, and will immediately begin playing.

Get a Hyperlink to a Downloaded Video in the NBC Learn Offline Player

Note: A hyperlink to a Downloaded Video in the NBC Learn Offline Player will only work on the computer where you downloaded the video. If you send/share/post the document with the hyperlink to the Downloaded Video to another computer/user, it will not work.

1. You must first have completed the 5 steps to [Download a Video for Offline Playing](#).
2. Open the **NBC Learn Offline Player** application.
3. Hover your mouse over the NBC peacock logo, and click the **Library** button to display a Library of your downloaded videos.
4. Click the desired video to play it.
5. With the desired video playing, hover your mouse over the NBC peacock logo, and click the **Embed** button.
6. Click the **Copy Embed Code** button to copy the hyperlink URL to your clipboard.
7. Paste (CTRL+V) the hyperlink into your document/slideshow.

See more training resources at <http://saintleo.it/nbc>