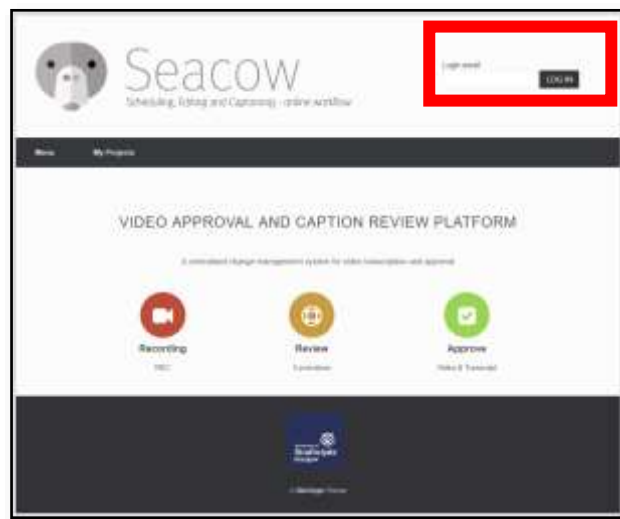


These guidelines illustrate the necessary steps required for you to approve your video.

Access the SEACOW site

1. Visit <http://flexible.strath.ac.uk/seacow/>
2. Enter your email address in the top right and click “Log in”.



3. You will receive an email with a login link. Click this (or copy + paste) to log in to the site.



If you can't log in, please check your junk mail folders. The login email can take a few minutes to arrive. You can't re-use old links.

Find your videos

When you log in, you will see your project. Click on the “Video list” button or the project title to access the video list for your project.



Current Projects

EO203 **Mechanical Engineering Principles**

Graduate Apprenticeship - Engineering Design and Manufacture

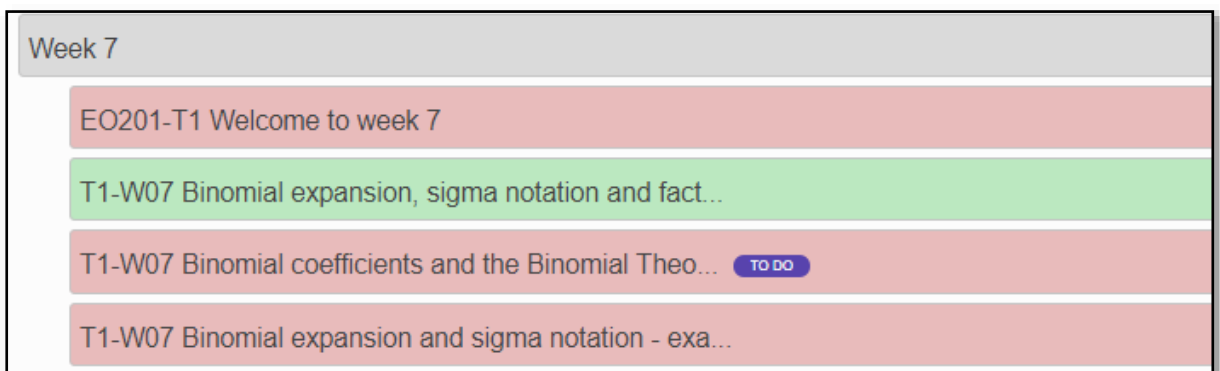
You can approve videos in this project

Video List



If you can't see your project, please check with the video production team and make sure you have been added to the project.

Scroll down the video list and identify the video you wish to review.



Week 7

EO201-T1 Welcome to week 7

T1-W07 Binomial expansion, sigma notation and fact...

T1-W07 Binomial coefficients and the Binomial Theo... **TO DO**

T1-W07 Binomial expansion and sigma notation - exa...

Videos that have not yet been approved will be highlighted in RED

Videos that are ready for you to approve will also have the “**TO DO**” purple label on them.

Click the video title to start the review process.

The Review Process

The screenshot shows the SEACOW video review interface. At the top, the video title is 'W04-01 Minor losses - Part 2'. Below this, the 'VIDEO PRODUCTION' section includes fields for 'Presenter' (William Nicholls) and 'Video Production' (Craig Bishop). There are buttons for 'Delete', 'Rename', 'History', and 'T26 PH3'. To the right, there are two green toggle switches: 'Shoot scheduled' and 'Shoot complete'. Below the production section is the 'REVIEW VIDEO' section, which features a video player with a play button icon highlighted by a red box. Below the video player, there are fields for 'Current Version ID' (511) and 'Video Approver' (William Nicholls). A text box explains: 'When reviewing the video, you can add notes if changes are required. Pause the video to add a note at that point.' Below this, there is a green button 'Approve video with no changes' and three buttons for playback speed: 'Normal Speed', '1.5x', and '2.0x'. To the right, there is a text input field for notes with a label 'Time' and an 'Add note' button, both highlighted by a red box.

You can now review the video by clicking the “play” icon. You can watch at normal speed, 1.5x or 2.0 speed.

To approve the video in its current form, click the green button “Approve video with no changes”.

If you notice a mistake in the video, you can pause the video at that point and make an note in the text box. When you pause the video, the current time in the video is automatically noted.

If you need to add editing notes, please do not approve the video. The video production team will then work on a new edit, and you will receive another notification when that new edit is available for review, using this same process.

Further support

If you encounter any issues using the SEACOW system, or believe there may be a fault or bug, please contact Craig Bishop craig.bishop@strath.ac.uk or 0141 548 3515.

For any issues with the video content please contact your video production team.