

# How to put audio files on FluidSurveys

Which word did you hear?



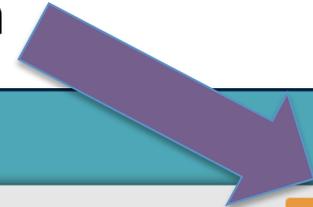
saw

shaw

by Zoe Lam <zoelam@alumni.ubc.ca>

# 1. Request an account on CLAS

- CLAS = Collaborative Learning Annotation System
- Email [arts.helpdesk@ubc.ca](mailto:arts.helpdesk@ubc.ca) with your CWL login
- The IT staff will set up a CLAS page for you
- Go to <https://clas.sites.olt.ubc.ca/> and sign in



CLAS - Collaborative Learning Annotation System

ARTS

About CLAS



Ideas & Strategies

Help & Support



Workshops

Quick Guide

Best Practices

FAQ

SIGN-IN TO CLAS

## REINFORCING MATERIAL

Previously, I just uploaded the audio to the Connect site, but the CLAS function of allowing students to tag notes to specific spots in the audio is of great benefit.

- Marvin Cohodas, Professor of Art History and Visual Art

read story

CLAS

**Dr. Marvin Cohodas**

Uses CLAS in Art History to take pressure off note-taking so that students can focus on looking at the images and learning the material.



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- Click on “MAIN INSTANCE”

## Sign-in

Sign into CLAS Below by selecting the appropriate instance:



**MAIN INSTANCE** – Most UBC Courses or Media Collections are in this instance of CLAS. Courses in Education, Medicine, and Sauder are not included



# 2. Upload audio files on CLAS

Click on “upload & manage videos”



CLAS General UBC Courses – Wai Man Lam upload & manage videos

Course instructions not set

 save video

 share & embed

 import URL

 back channel

 usage data

Audio  Only

0:00/0:00 🔊 🔍

Time-specific comments  Follow along with video  Highlight tagged posts play speed - + 100%

Video will pause as you type.  Post Respond with video or audio  

- Choose a file from your device
- Choose “Yes” for “With permission of Copyright Holders”
- Select “Share new content to everyone in this course”.
- If you choose “Submit new content to my personal handin box for this course”, the “share and embed” option will not be available later
- Click “upload”

video uploading [\[+\] add another file](#) [switch to self-record mode](#)

You are limited to **2 GB (2000 MB)** per upload or recording. You can upload most video or audio files: 3GP, AVI, FLAC, FLV, M4V, MKV, MOV, MP3, MP4, MPEG, MPG, OGG, WAV, WEBM, WMA, WMV...

title

leave blank to use file name

Choose File No file chosen

description

You confirm that all material you have uploaded into CLAS complies with the [CLAS Terms of Use](#), the relevant UBC policies, and applicable privacy and intellectual property laws.

Please read the required Privacy statement: [EXPAND +](#)

Please read and complete the required Copyright statement: [EXPAND +](#)

Please confirm the copyright authorization(s) that apply to the material(s), from the list below:

\* With the permission of Copyright Holders:

Yes

The use of this material in CLAS has been authorized by the copyright holder(s) in one or more of the following ways:

[EXPAND +](#)

upload

Usage: 28Mb / 409600Mb

What would you like to do with new uploads and recordings?

New content will automatically go to:  
everyone in Study of Cantonese Sounds

Do nothing! New content stays in my private unassigned area until I explicitly share / submit them

Study of Cantonese Sounds

Submit new content to my personal handin box for this course

Share new content to everyone in this course

Share new content to all instructors and TA's in the course, but not to any students

# When upload is complete, the file will show up on the list below.

CLAS General UBC Courses – Wai Man Lam upload & manage videos view videos manage courses & collections

Please read and complete the required copyright statement: [click here](#)

Please confirm the copyright authorization(s) that apply to the uploaded material(s), from the list below:

- \* With the permission of Copyright Holders:    
The use of this material in CLAS has been authorized by the copyright holder(s) in one or more of the following ways: [EXPAND +](#)
- \* The use of the materials falls within the [Fair Dealing Exception](#):
- \* The material is in the [Public Domain](#):
- \* Other (please retain records to confirm copyright authorization):

Current Usage: 29Mb / 409600Mb

**Share new content to everyone in this course**

Share new content to everyone in this course

Share new content to all instructors and TA's in the course, but not to any students

**There are no unassigned videos**

	preview	title	description	length	video status	who should have access to this video <input checked="" type="checkbox"/> show individual users	date & uploader
--	---------	-------	-------------	--------	--------------	---------------------------------------------------------------------------------------------------	-----------------

List all videos  Filter by: Course  and Group

**29 videos shared to the selected Course and Group**

	preview	title	description	length	video status	who has access to this video <input checked="" type="checkbox"/> show individual users	date & uploader
<input type="checkbox"/>		saw.wav	 pending		Still converting but viewable on most devices <a href="#">delete</a>	<input type="text" value="everyone in Study of Cantonese Sounds"/> <input type="button" value="reupload"/> <input type="button" value="duplicate this video"/>	2016-09-28 10:10:31 Lam, Wai Man



# Click on “view videos”



## video uploading

[+] [add another file](#)

[switch to self-record mode](#)

You are limited to **2 GB (2000 MB)** per upload or recording. You can upload most video or audio files:  
3GP, AVI, FLAC, FLV, M4V, MKV, MOV, MP3, MP4, MPEG, MPG, OGG, WAV, WEBM, WMA, WMV...

title

leave blank to use file name

Choose File No file chosen

description

You confirm that all material you have uploaded into CLAS complies with the [CLAS Terms of Use](#), the relevant UBC policies, and applicable privacy and intellectual property laws.

Please read the required Privacy statement: [EXPAND +](#)

Please read and complete the required Copyright statement: [EXPAND +](#)

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\* With the permission of Copyright Holders:

The use of this material in CLAS has been authorized by the copyright holder(s) in one or more of the following ways:  
[EXPAND +](#)

upload

Current Usage: 29Mb / 409600Mb

Bulk delete selected

Bulk share selected

Show archived videos

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# Click on “shared & embed”

The screenshot displays the CLAS (Canvas Learning Analytics System) interface. At the top, the header includes the CLAS logo, the text "General UBC Courses – Wai Man Lam", and navigation links for "upload & manage videos", "view videos", and "manage courses & collections".

The main content area features a video player with a black background and the text "Audio Only" in the center. A purple arrow points to the "share & embed" button in the left-hand sidebar. Other buttons in the sidebar include "save video", "import URL", "back channel", and "usage data".

On the right side, there is a course and playlist selection area. The "Course" dropdown is set to "Study of Cantonese Sounds" and the "Playlist" dropdown is set to "everyone in this course (29 items)". Below this, there are checkboxes for "Autoplay entire playlist" and "Loop this video or playlist". A section titled "In this playlist (29)" lists several audio files: "saw.wav", "s15", "s14", "s16", "s13", and "s12". A search bar at the bottom of this section is labeled "search videos across collections".

At the bottom of the video player, there is a "Time-specific comments" section with a text input field and a "Post" button. To the right of the input field are buttons for "Follow along with video", "Highlight tagged posts", "play speed" (set to 100%), "Respond with video or audio", "Book mark", and "Hide my identity".

At the very bottom, there is a filter section with "Filter : mine / all" and a search bar for "search comments & annotations" with options for "by content", "author", and "tag". A final instruction at the bottom reads: "Play the video, then use the buttons above to add bookmarks for your own review or to discuss specific points in time".

# 3. Copy the html code

CLAS General UBC Courses - Wai Man Lam upload & manage videos

Course instructions not set

save video

share embed

import URL

back channel

Share embedded video ✕

Enable this view on this course  Allow student to download videos

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Share a minimalist, audio only, embed code

\*This special embed code works even if public / anonymous sharing is disabled. It automatically detects and transfers logs from CAS and Shibboleth into CLAS, or falls back to anonymous viewing if possible

```
<iframe width="100%" height="60px" scrolling="no" frameborder="0" style="border:none;margin:0px;padding:0px;overflow:hidden;" src="https://applications.arts.ubc.ca/guest/clas/index.php?non=true&evid=NLMUpngr%2FnXt4lMp8sOFzw%3D%3D&co=false&minimal=true&discbtn=false&aonly=true"></iframe>
```

Add the "discuss this video" button under the minimal player

Conserve vertical space as much as possible - "audio only" player

Temporarily limit this embed code from (hh:)mm:ss to (hh:)mm:ss

1. uncheck this box

2. check this box if you want it to show up as an audio file (rather than a video)

3. copy the code

Post Respond with video or audio

# 4. Paste the code on FluidSurveys

Paste the code here.  
Use the visual editor if  
necessary.

Questions Options

Field Properties

Type: [dropdown]

Identifier (?)

Question Title

```
anon=true&evid=NLMUpngr%2FnXt4IMp8sOFzw%3D%3D&co=false&minimal=true&discbtn=false&aonly=true"></iframe>
```

Open Visual Editor

Extra Description

Choices

Choice 1

Choice 2

+ Add Bulk Extraction

+ Add Other Choice

Display

Options

Actions

Save

test

```
<iframe width="100%" height="60px" scrolling="no" frameborder="0" style="border:none;margin:0px;padding:0px;overflow:hidden;" src="https://applications.arts.ubc.ca/guest/clas/index.php?anon=true&evid=NLMUpngr%2FnXt4IMp8sOFzw%3D%3D&co=false&minimal=true&discbtn=false&aonly=true"></iframe>
```

Choice 1

Choice 2

1 2

It doesn't look right  
here, but that's ok!

# 5. Preview your question

Click on “Preview Page”



The screenshot displays a software interface for creating and previewing questions. On the left, there is a sidebar with navigation tabs: "Questions", "Page", "Survey", and "Options". Below these tabs is a "Save" button. The sidebar contains a list of question types under "Basic Questions": Section Heading, Text Response, Multiple Choice, Dropdown, Checkbox, and Slider. Under "Advanced Questions" and "Question Bank", there is a "Click to Browse" button. The main area shows a question titled "test" with the text: "Which word did you hear?" followed by an embedded HTML iframe containing a URL. Below the text are two radio button options: "saw" and "shaw". At the top right of the interface, there are icons for home, abc, and a calendar, along with a language dropdown set to "English", a page indicator for "Page 1", and a "Preview Page" button. A purple arrow points to this button. At the bottom, there is a page navigation bar with "Page +", "1", and "2", and a red close button.

# Voilà!

**You are previewing unsaved changes.**

To make this version of the survey live, you must click the 'Save' button in the survey editor.

[To view the live version, click here.](#)

test

Which word did you hear?



saw

shaw

Submit

# More assistance

The Arts IT staff are very helpful. Email them [arts.helpdesk@ubc.ca](mailto:arts.helpdesk@ubc.ca) if you have any questions.