SoftChalk-Media Search

This feature is used to search for content across several content repositories. A content repository is a website or content database with searchable content such as YouTube or Flickr. In order for the YouTube video to play, you must be online.

GENERAL INFORMATION

Details about the repositories can be found by:
- ✓ Clicking on a button for the repository.
- ✓ Viewing the SoftChalk Web site at **www.softchalk.com/repositories.html**.
- ✓ Viewing the SoftChalk Cloud Web site at **https://www.softchalkcloud.com**.

Content repositories may contain the following types of items:
- ✓ Learning Objects created in SoftChalk Cloud
- ✓ SoftChalk Lessons created in SoftChalk Cloud
- ✓ Streaming Videos (Example: videos from **www.youtube.com**)
- ✓ Image Files
- ✓ Video Files
- ✓ Text Files
- ✓ PDF Files
- ✓ Hyperlink to a Web page

Once material is found with the Media Search Tool, the item can be:
- ✓ Inserted directly into a Lesson.
- ✓ Saved to the SoftChalk Library.

IMPORTANT:
- ✓ SoftChalk Cloud items can be saved to the Library.
- ✓ Once the item, such as the Crossword Activity, is saved to the Library, it can be downloaded into the Lesson.
- ✓ The item can then be edited to meet your specific needs.

COPYRIGHT CONSIDERATIONS

Each repository found at SoftChalk or SoftChalk Cloud is governed by different license agreements. Use of materials found at these sites is subject to the rights, terms, and conditions posted on each repository Web site.

DO A BASIC SEARCH

- ▤ Click **Tools** on the **Menu Bar**.
- ▤ Select **Media Search** from the list of options.
- ▤ The **Media Search** window will display (see illustration on next page).
- ▤ In the **Select Repository** list on the left side of the window, click one or more of the repositories.
  - ◌ When the **Repository Item** is selected, a **Repository License** window will appear.
  - ◌ Click **I Agree** to select the item.
  - ◌ If **Close** is selected, the item will not be selected.
- ▤ In the **Keyword(s)** box, input the type of item that you are searching for.
- ▤ To set the **Maximum Number of Results**, click the **Max Results/Repository** list arrow.
- ▤ Click the **Search** button.

- When searching for an item, it is possible to search for several key words.
- For example you could search for Computer Camera and you would see results for computer and camera as well as for both the words in the same item.
- Click the list arrow at the end of the **Keyword** box to access keywords from previous searches.
- If an error message appears, one of two things may be the reason.
  - Permission information for the repository was not set up.
  - The Internet Connection is down.
- The **Search Results** will appear in the **Results** list on the right side of the window.
  - Click the **Image** in the **Preview** column to view details about the item.
  - Click the **Text** for the **Item** and select **Details** to view additional details about the item.
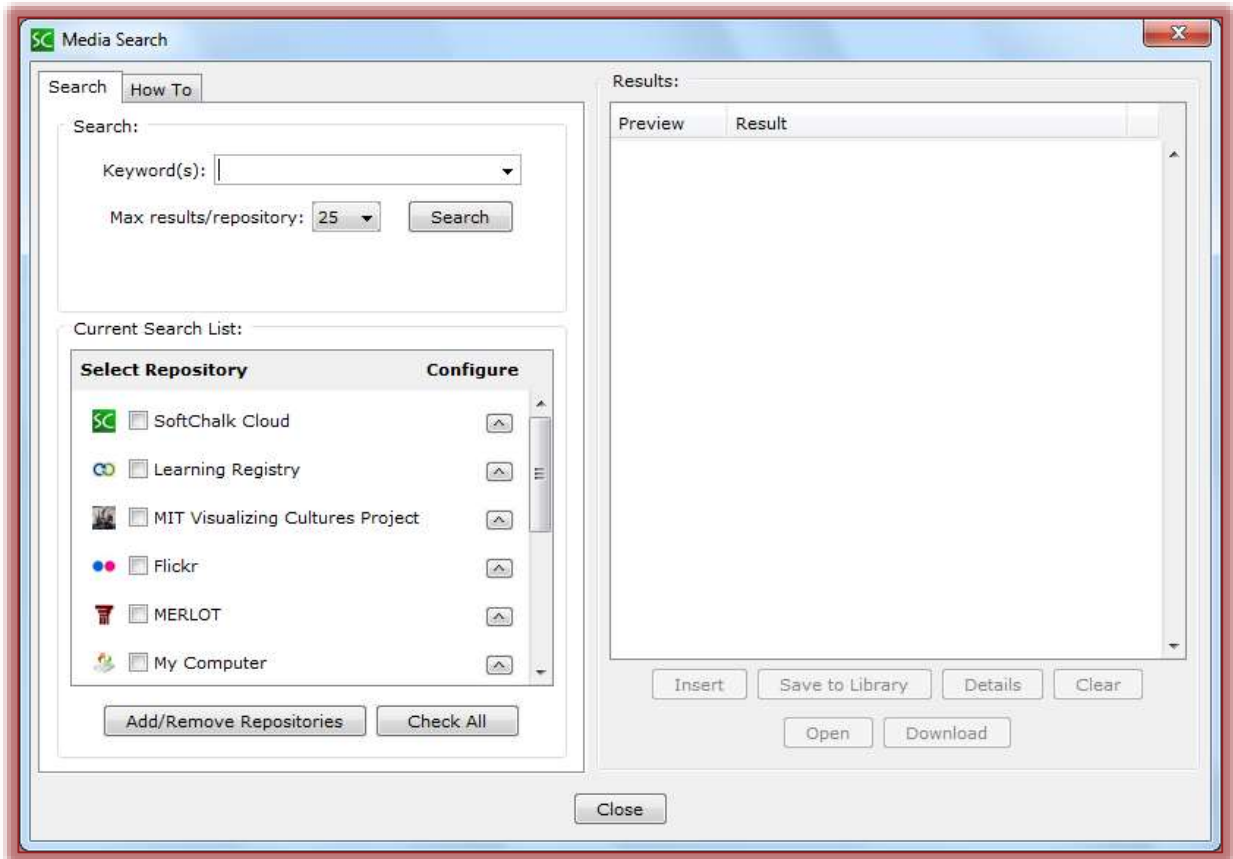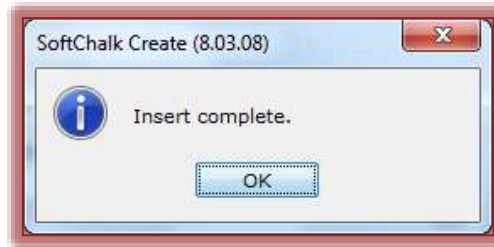

INSERT ITEM INTO LESSON

After the Media Search is complete, you can select an item and insert it into the Lesson. The item can be selected by clicking the item text.

- Select the item that is to be inserted.
- Click the **Insert** button at the bottom of the **Results List**.

⌨ A message will appear saying the item has been inserted into the **Lesson**.

⌨ Continue searching for items and adding them to the **Lesson**.
⌨ When all the items have been added, click the **Close** button to return to the **Main Editing Window**.
⌨ A **Widget** will appear for items that are inserted from **YouTube** or **SoftChalk Cloud**.
⌨ When the **Lesson** is viewed in the browser, the content will be coming from the originating Web site.

SAVE MEDIA SEARCH ITEM TO LIBRARY

With the Desktop Version of SoftChalk, it is possible to save items such as Quiz Groups or Activities from SoftChalk Cloud to the SoftChalk Library. These items can then be inserted into the Lesson. The item can then be modified in the Lesson. You can save a single item or multiple items to the Library.

⌨ Complete the **Media Search**.
⌨ Select the item that is too be added to the **Library** by clicking the text in the **Results** column.
⌨ Click the **Save to Library** button.
⌨ A message will appear saying the item has been added to the Library.