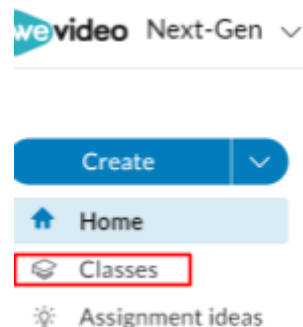


WeVideo: Setting Up a Class

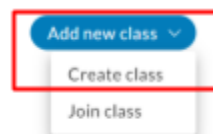
Creating Assignments: [Individual](#) and [Team](#)

1. Access WeVideo from Classlink and select Classes from the menu on the left.



2. Click to drop down the menu under the blue button, "Add New Class".
 - a. Click "Create class"

Create your first class and start setting up engaging multimedia assignments for your students.

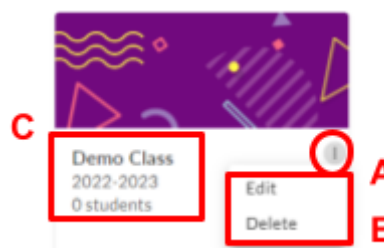


3. Fill in the class information:
 - a. Title (required)
 - b. Section/Period (optional)
 - c. Grade (optional)
 - d. Cover photo (optional)

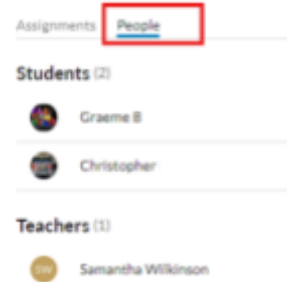
The image shows the form for creating a new class. It has four main sections labeled A, B, and C. Section A is the 'Title' field, which is required. Section B is the 'Section/Period' field, which is optional. Section C is the 'Grade' field, which is optional. Below these fields is a 'Cover photo (Optional)' section, which includes a placeholder image and an 'Upload' button. At the bottom right, there are 'Cancel' and 'Create' buttons. The 'Create' button is highlighted with a red rectangle.

4. Click "Create".

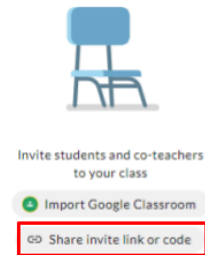
5. The class will appear on the Dashboard.
 - a. If changes need to be made, hover over the class, click on the 3 dots and select "Edit".
 - b. The 3 dot menu will also allow you to delete the class.
 - c. To open the course, click on the title.



6. Once you have clicked to open the course, select the “People” tab.



7. Then click “Share invite link or code”.



8. Students need to manually add themselves. They are prompted for a code after opening WeVideo. The code is alphanumeric and students will type it in.
- Other teachers can join your class and will show up under “Teachers” using the same code.

