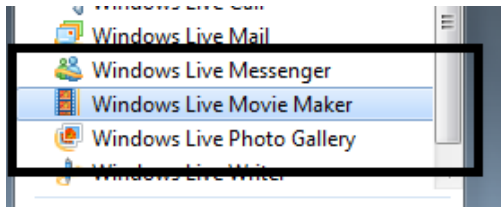
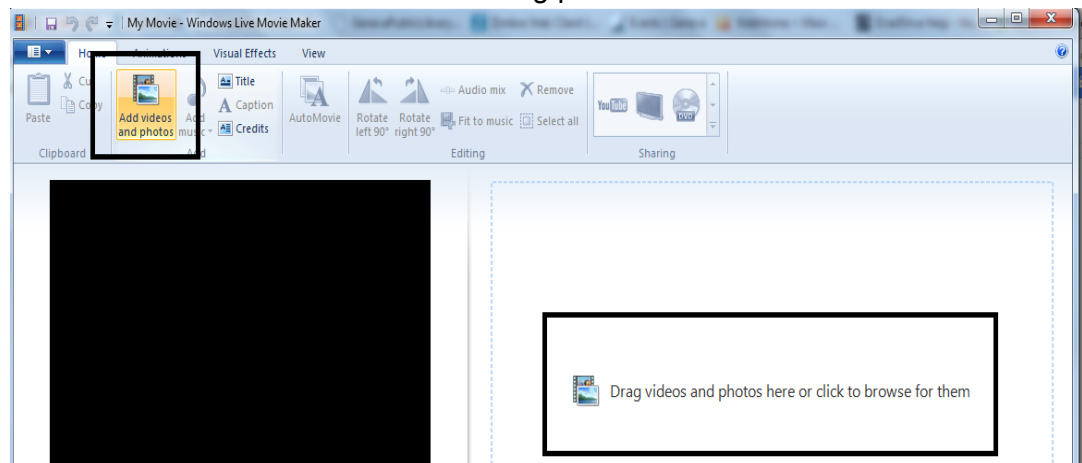


Guide to Creating and Casting Promotional Materials Using YouTube and Chromecast

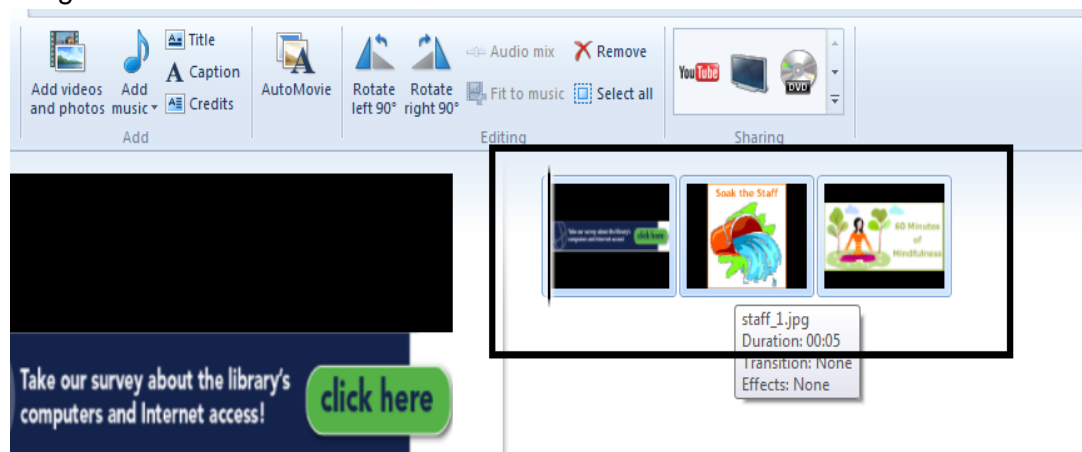
1. Create/organize JPEGs (or other image file formats)
 - The reference copier has a setting to scan files as JPEGs
2. Use Windows Live Movie Maker to compile those images and turn them into a movie



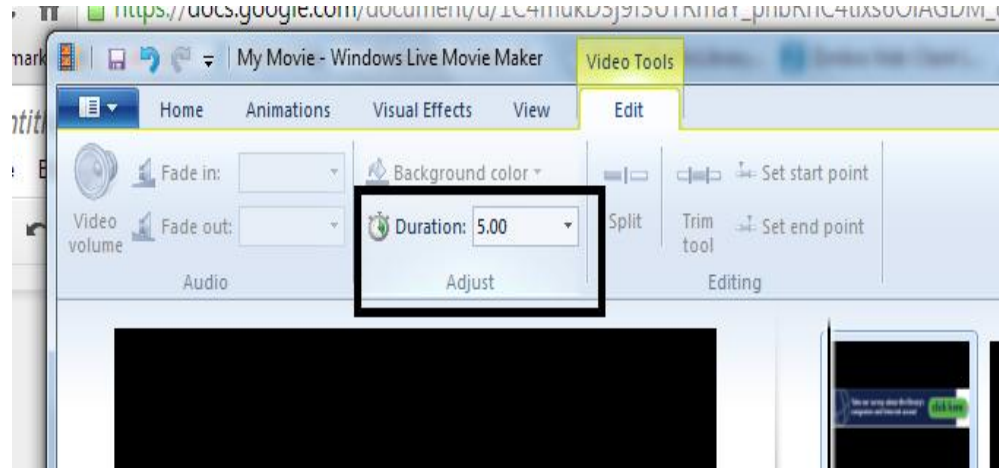
1. Click on “Add Videos and Photos” or drag photo files into Movie Maker



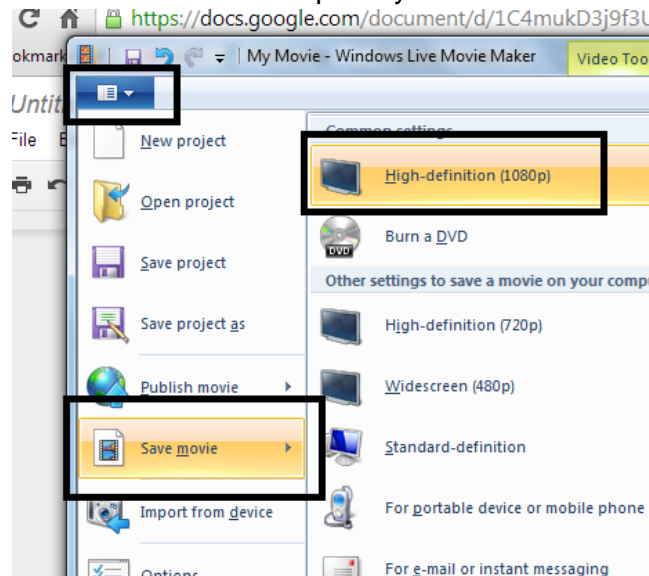
2. Add more photos and rearrange as much as you would like. You can add captions to photos and titles before images if you would like. You can also rotate images and add visual effects.



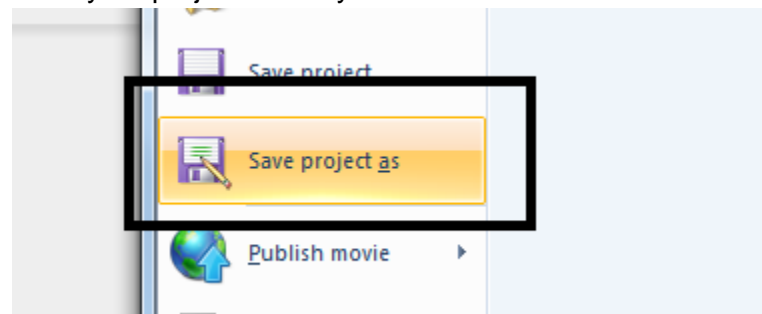
- From the “Edit” menu, set the duration you want to stay on each image. The default is 5 seconds; I would stick with either 5 seconds or 10 seconds.



- When everything is as you like it save your movie. You have the option to “publish” to YouTube but this does not work as consistently. Click on the blue button in the top left -> “Save Movie”-> High Definition (1080p). Give the movie a name and save it someplace you can remember.

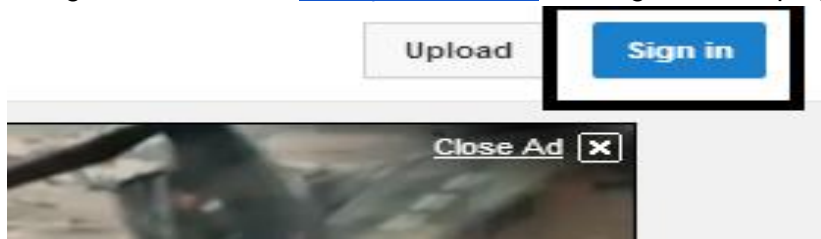


- Save your project too so you can come back and add more photos later.

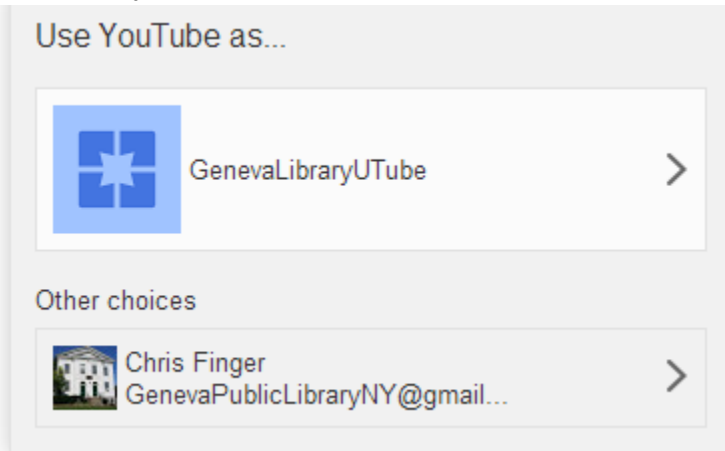


3. Upload your movie to YouTube

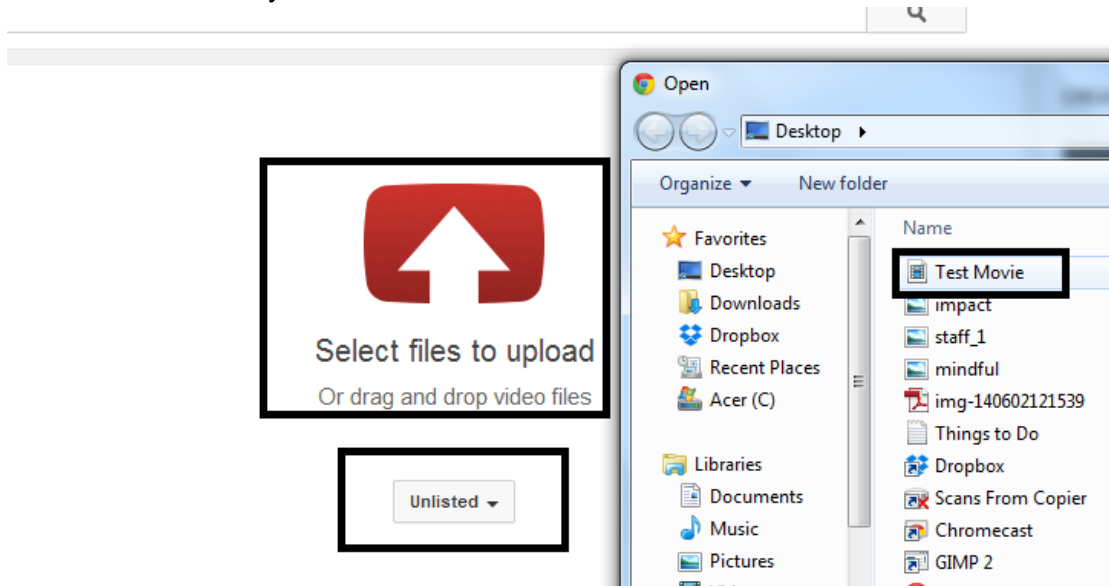
1. Navigate to YouTube, www.youtube.com and Sign In the top right.



2. Use the GenevaPublicLibrary Google account and not your own. This way the videos are housed under our YouTube channel. Username: genevapubliclibraryny Password: [ask Chris if you need it]. If prompted, use YouTube as “GenevaLibraryUTube”

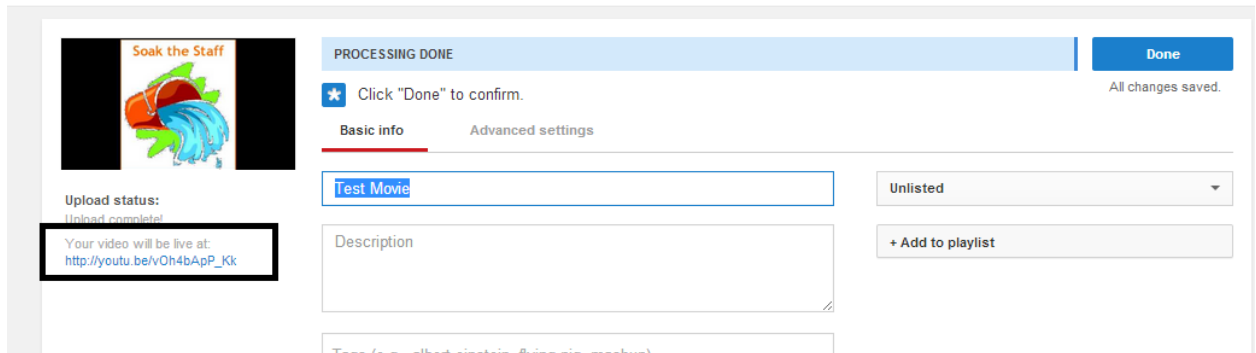


3. Upload your movie. Click on the upload button in the top right, select “Unlisted” instead of “Public”, and find your saved movie.

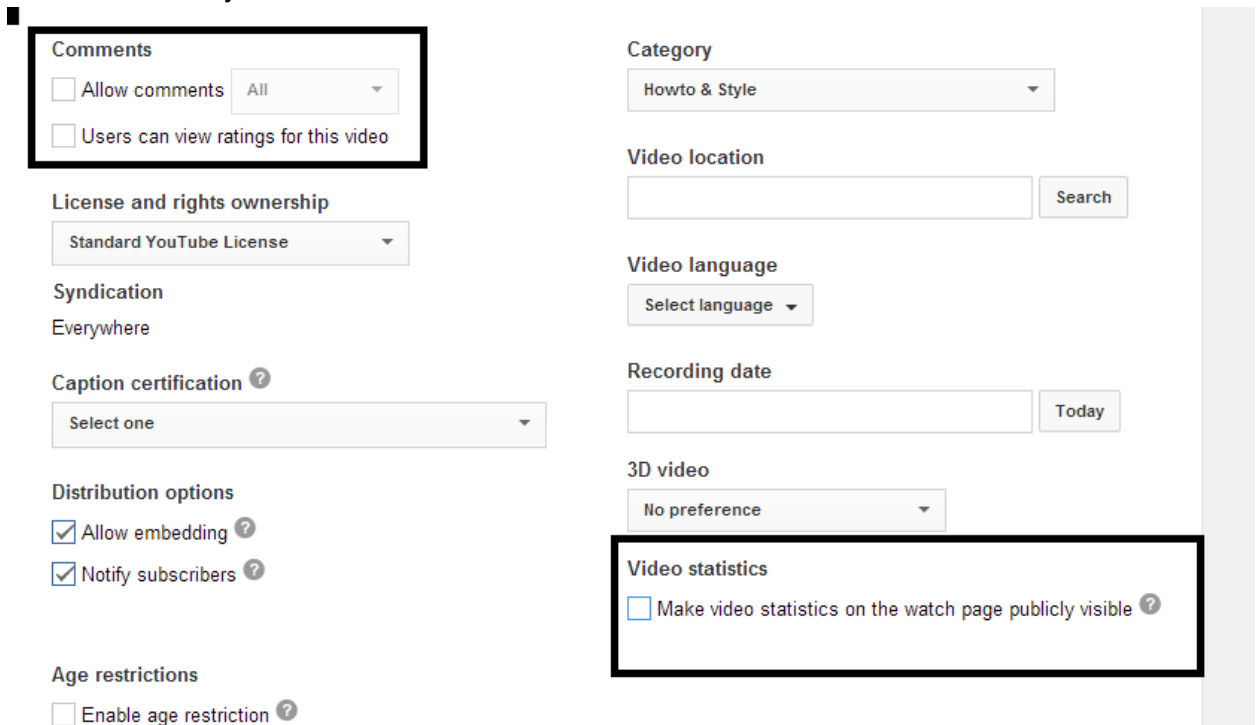


4. It may take awhile to process the upload. You can change the basic info about your movie while you wait. Call it whatever you want (Ex. new teen materials). Make a note of


the video's URL on the left hand side.



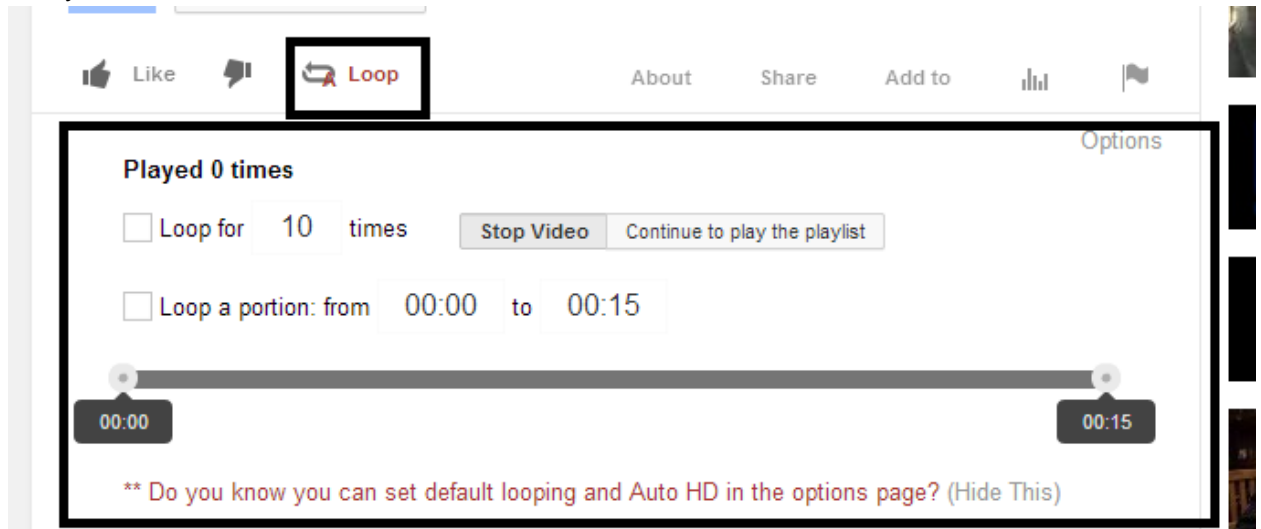
5. Click on “Advanced Settings”. Turn off the comments, ratings, and video statistics. Click on “Done” when you are finished.”




4. Time to Start Casting

1. First, to cast we need to be using Google Chrome and Chrome cannot be in [Incognito Mode](#). **We must be using a laptop or a desktop that is connected to the Internet wirelessly**
2. We need to add two extensions to Google Chrome
 - a. [Google Cast](#)- this lets us mirror what is on our screen to the TV via the Chromecast. You will see a new icon in the top right of Chrome when this is added 
 - b. [Looper for YouTube](#)- this lets us loop a YouTube video while still using our computer

3. Once the extensions have been added, navigate to the YouTube video you want to cast. If you cannot find it, go to the [Library's YouTube page](#)
4. With the Looper extension you now have settings for looping YouTube videos below every video



5. Click next to “Loop for” and change the 10 to 1000. There is no need to loop a portion.
6. There is a cast button just below the video screen in the bottom right.  Click on it to cast the video. You need to select which TV you want to cast it to.
 - a. GFL DESK- by ground floor desk
 - b. TEEN ROOM- in teen room
7. The video will take a second and then cast to the TV. It should loop for 1000 times or until you close the window you are casting from or change the video.
8. Just minimize that particular Chrome window and keep working. You can watch other YouTube videos in other windows without affecting the cast as long as you do not tell the videos to cast.
 - a. You can even cast videos to both TVs from different Chrome windows
9. When you are done for the night just close out of the window.