Manuals+ — User Manuals Simplified.

BoB 65776 Box of Broadcasts User Guide

The University Manchester
User Guide for BoB: Box of Broadcasts

Contents

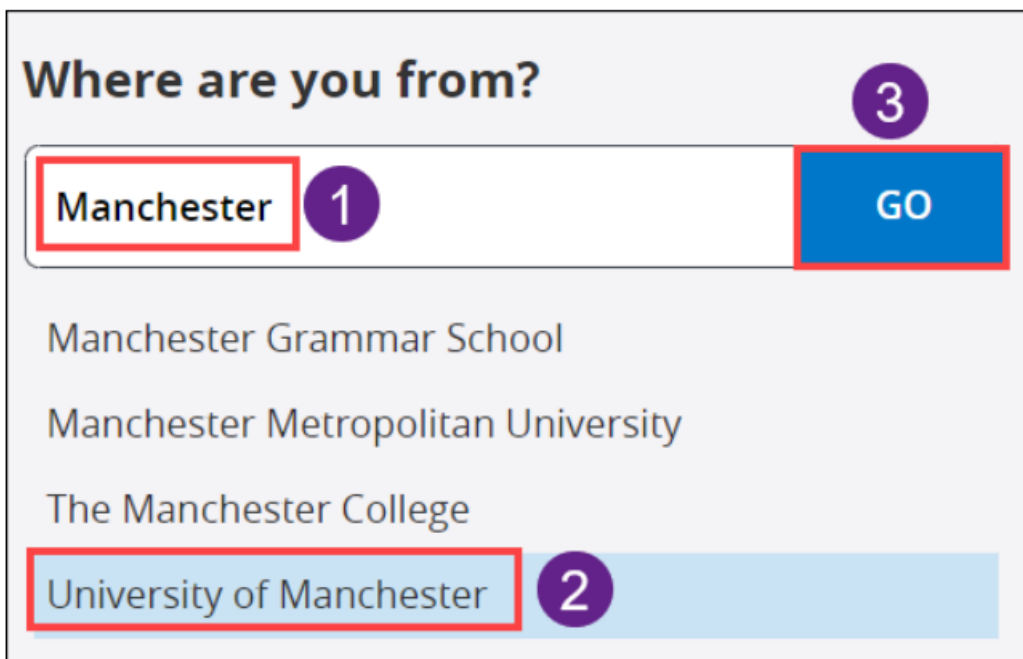**Log in to BoB and Register**
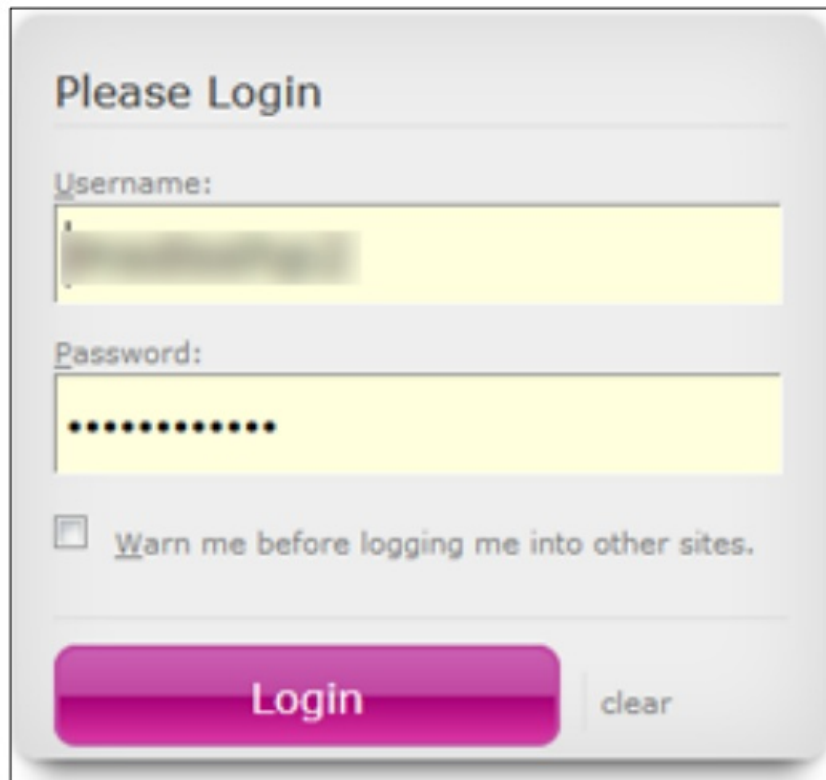
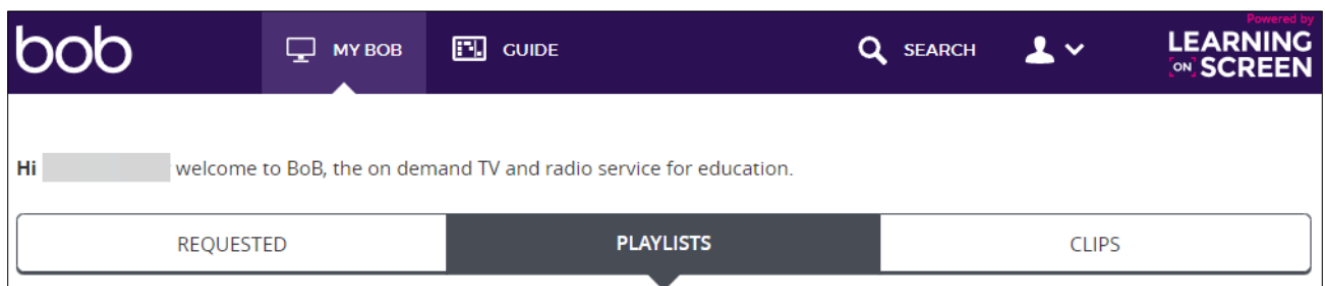1. Go to **https://learningonscreen.ac.uk/ondemand/** and press the blue Sign In button.

2. In the Where Are You From box, start typing Manchester, select University of Manchester from the list, and press the Go button.

3. If you see the University central authentication page, enter your University username and password.

4. You are now logged in to BoB.

The first time you log in to BoB, you will be asked to register. There is a guide available on how to register.

Schedule a Recording

Use the Electronic Programme Guide [EPG]
You can make up to 5 recordings in a 6-hour period. This includes clip creation. That's 20 recordings/clips in any 24-hour period.

1. Click on the GUIDE link at the top of the screen.
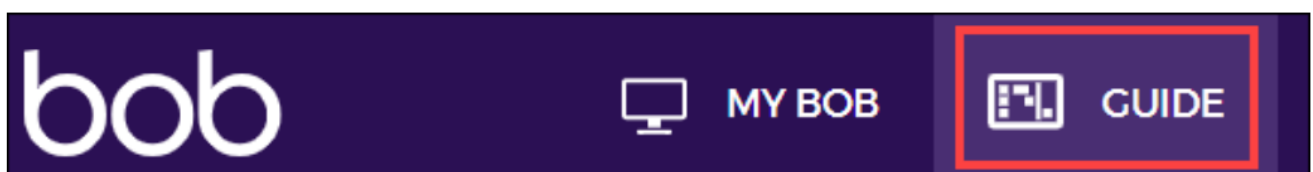
The familiar EPG will be displayed.

2. Click the arrows left and right to move backwards and forwards in time, and scroll up and down to view all available channels.

Request a Programme

In the Future …

If the programme you wish to record has not yet been broadcast and has not been requested by any other BoB user, press the Request Programme link and then press the I'd Like To Watch This button.
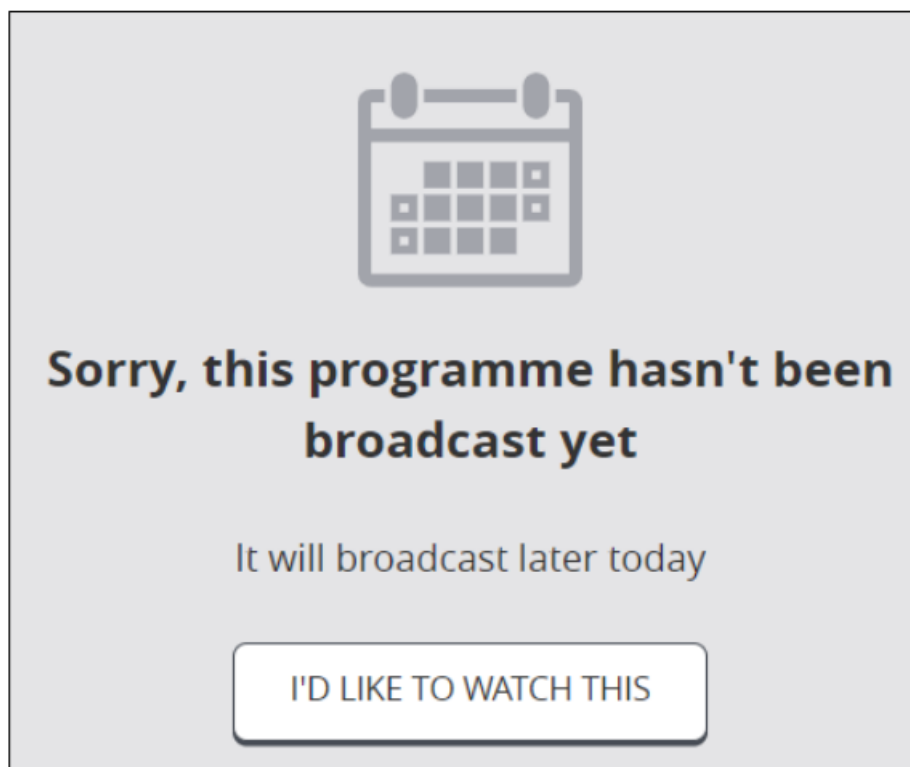
You will receive an email when the programme is ready to view, and you will find it on the Requested tab in the My BoB section of the website.

Occasionally, you may see a message informing you that a previous broadcast of the programme has already been recorded and a copy is available now.

Press the Available Now button to view the recording immediately.

In the Past …

You can request a programme up to 30 days before the current date.

If the programme you wish to record has already been broadcast but has not been requested by any other BoB user, press the Request Programme link and then press the I'd Like To Watch This button.
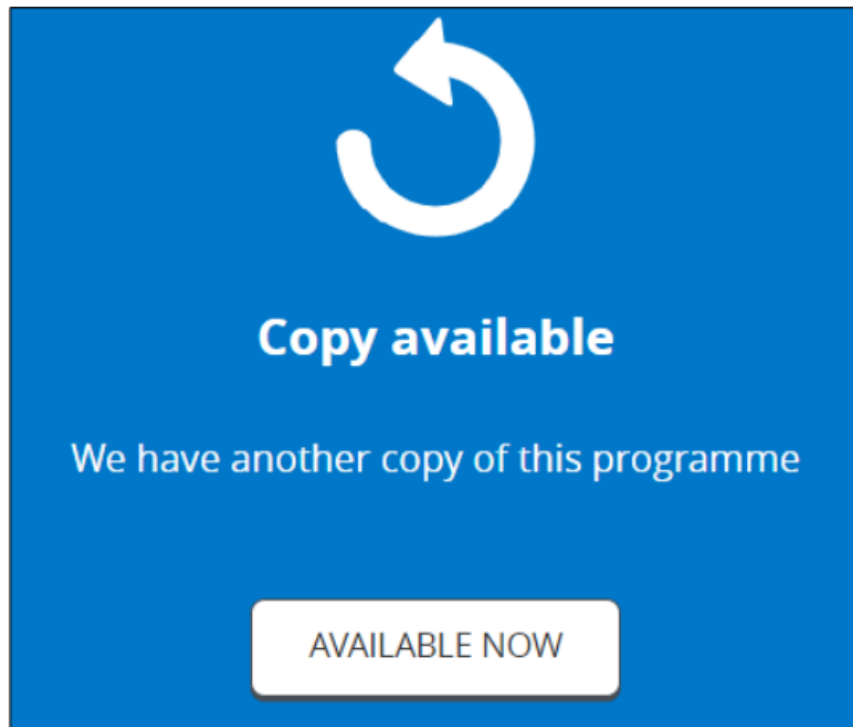
You will receive an email when the programme is ready to view
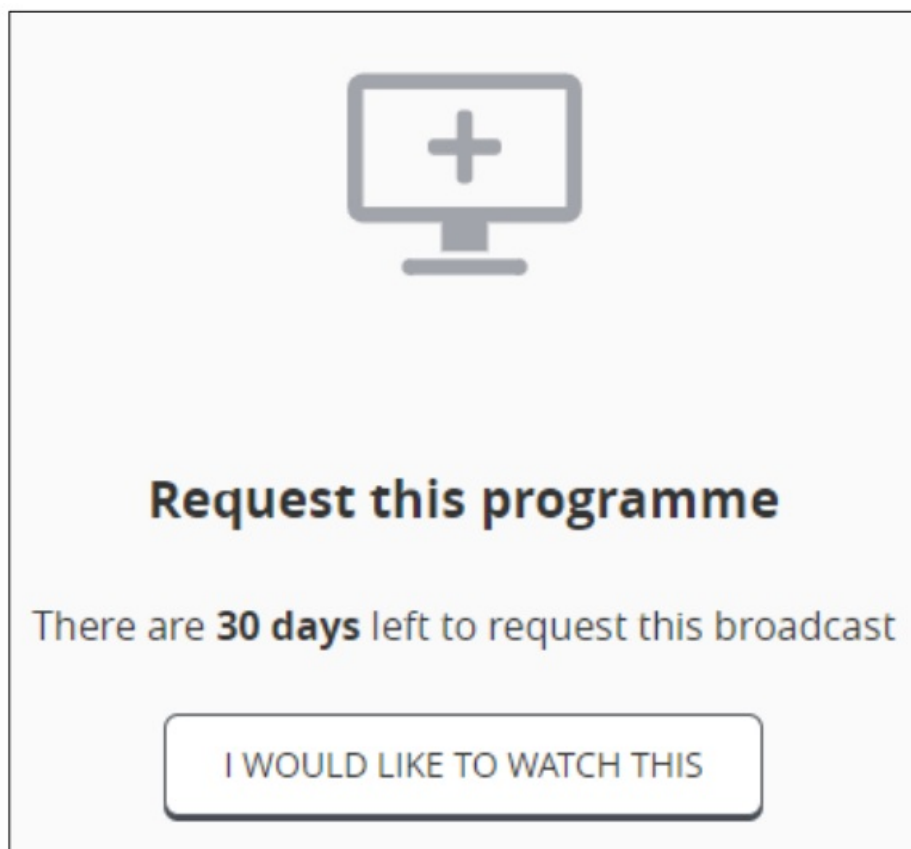
Available Soon and Available to Watch

Both these options mean that a programme has already been scheduled to record by another BoB user.

- Available Soon programmes are still in the process of being prepared for viewing.

  Click the title of the programme and press the I'd Like To Watch This button.

  You will receive an email when the programme is ready to view.
- Available to Watch programmes are ready to view immediately.

  Click the title of the programme to view it now.

Change the Date
Press the Search link at the top of the screen.
The EPG will still be displayed but now with a row of dates above it.
You can change the date by clicking on the date you want.
You can search 8 days ahead of today's date, and the previous 30 days' broadcasts.

Search for a Programme
Press the Search link at the top of the screen, then press the Search Options link to the right. A variety of search options will be displayed.
You can search by Programme or Playlist title, filter by TV or Radio, and filter by date.
To see all results for the programme you are searching for – including repeats – tick the Show Repeat Broadcasts box.

Finally, press the Search button.
You will be presented with a list of matching programmes which you can re-order.

Click on the thumbnail image or title to view your chosen programme.

Occasionally, you may see Requested – Available Soon. This means another BoB user has requested the programme but it is not yet ready to view.

Press the corresponding title for the Available Soon option, then the Let Me Know When I Can Watch It link.

This programme hasn't been broadcast yet

Only **2 days** until broadcast

LET ME KNOW WHEN I CAN WATCH IT

You will receive an email letting you know when the programme is ready to view.

Embedding BoB Media into Blackboard

Use this method if you want the BoB programme
to be displayed **within** your Blackboard course.

NB: We strongly recommend working in Chrome or Firefox (rather than Internet Explorer) for this activity.

1. Browse to the programme or clip you want to embed into your Blackboard course.
2. Press the Share button beneath the player.

+ ADD TO PLAYLIST   SHARE   MAKE CLIP

3. Select the Embed option (3rd) and copy all the code in the box.

Share this programme

Link, for use in email, blog posts, instant messengers, etc.

https://learningonscreen.ac.uk/ondemand/index.php/prog/062DD0BF?bcast=105195108

WAYFless Link, like the regular link but more convenient if sharing only within your organisation.

https://login.learningonscreen.ac.uk/wayfless.php?entityID=https%3A%2F%2Fshib.manchester.ac.uk%2Fshibboleth&

Embed, for displaying the content on your own site.

<iframe src="https://learningonscreen.ac.uk/ondemand/embed/prog/062DD0BF?bcast=105195108" frameborder="0" webkitallowfullscreen="" mozallowfullscreen="" allowfullscreen=""></iframe>

4. Go to your Blackboard Course.

5. Navigate to the Content Area in which you want the BoB media to appear.

6. With Edit Mode On, select Build Content on the Action Bar and choose Create Item.

7. Enter a Name for the item.

8. In the Text Editor, click on the HTML button < > in the Toolbar. A Source Code window pops up that allows you to view and edit HTML code directly.

   Can't see the HTML button? Make sure you can see all the Toolbars by clicking the three dots at the right-hand side of the Text Editor.

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9. Paste the embed code you copied from BoB into the Source Code popup window, and press the Save button.

You will now see your embedded media displayed.

10. Press Submit.

Your embedded media will now be displayed in the Content area you chose.

Important Information for your Students:

- When first viewing any embedded media from BoB in their Blackboard course(s), students will see a Sign In link.

- Pressing this link opens a new tab where your students should log in to BoB by typing Manchester then selecting University of Manchester from the list of organisations. This will automatically log them in to BoB. They can then close the BoB tab.

  N.B. The first time they access BoB, they will need to register.
- Back in Blackboard, they should refresh the page.

- The Play button will now appear on the viewer.


Call The Midwife video

Make a Clip

Rather than asking your students to watch a long programme or whole film, you can direct them to a series of clips taken from the longer programme. This helps with student engagement.
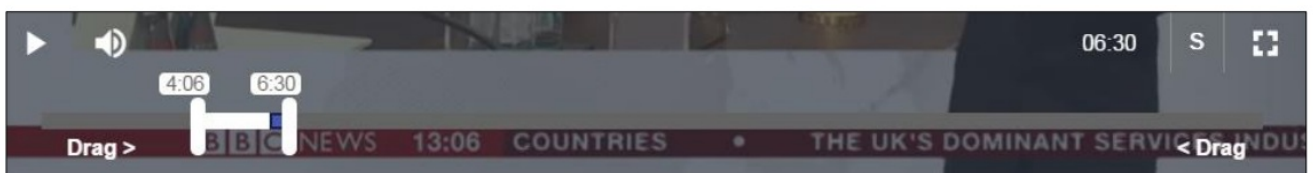To create a clip:

1. In BoB, browse to the programme from which you want to make a clip.
2. Beneath the player, press the Make Clip button.

3. The timeline changes – white drag handles appear at the beginning and end of it.
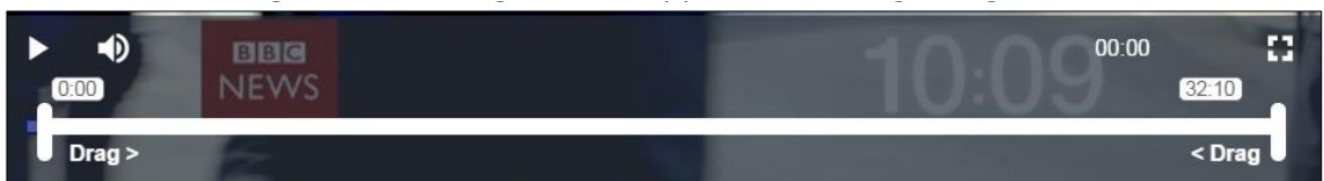
4. Drag the handles to mark the beginning and end of your desired clip and press the Save Clip button.

5. Give your clip a title and optional description.
6. Your clip will now be displayed and you will have the option to edit the clip, delete it, add it to a playlist, or share it.
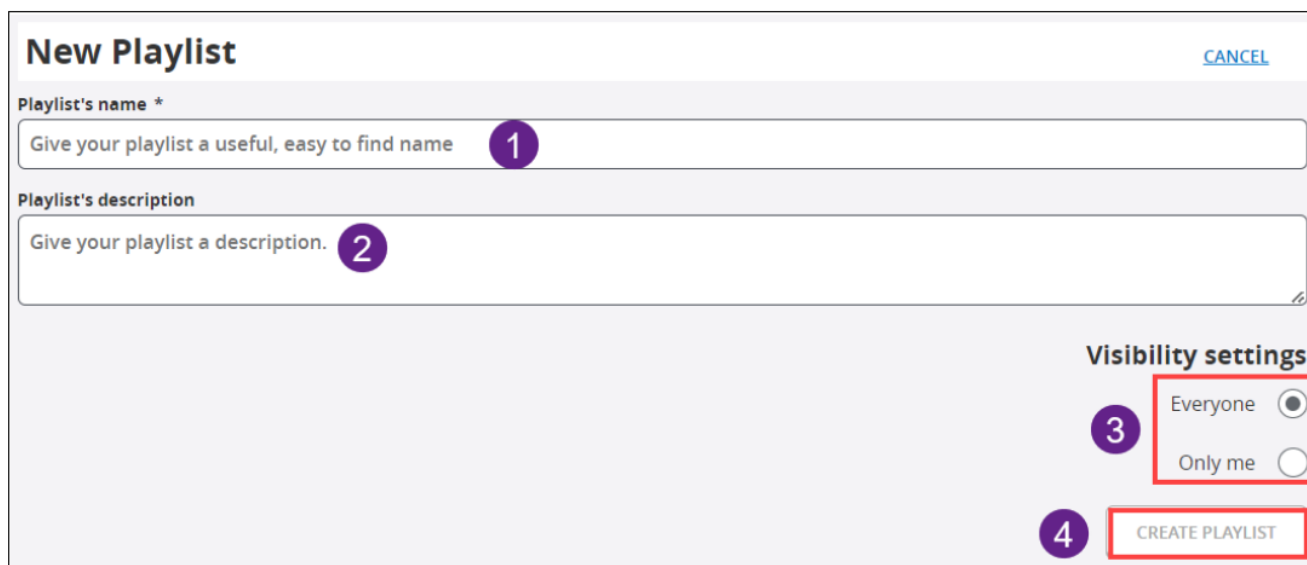

All your clips will be available on the My Clips tab of My BoB.
Clips can be embedded into Blackboard in the same way as programmes.

Create a Playlist

1. Click on the MyBoB link then the Playlists tab.
2. Click the New Playlist button.
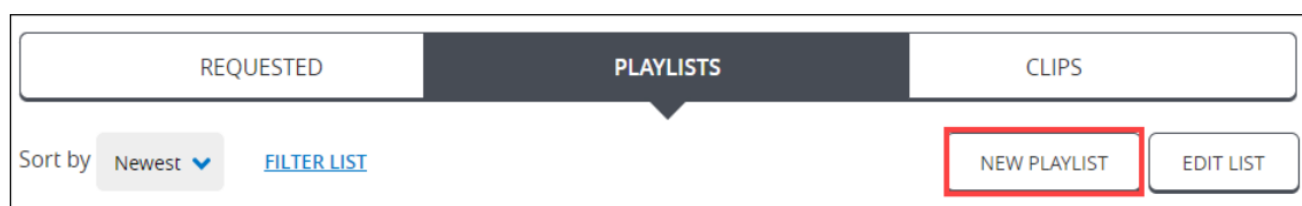
3. Give your new playlist a name and optional description.
4. Decide whether to make the playlist visible to all BoB users or only you.
5. Press the Create Playlist button. (This will be greyed out until your give your Playlist a name.)

N.B. You can add as many programmes and clips to a playlist as you wish.

Create a Link in Blackboard to your BoB Playlist.

1. Copy the web address (URL) of your playlist in BoB.
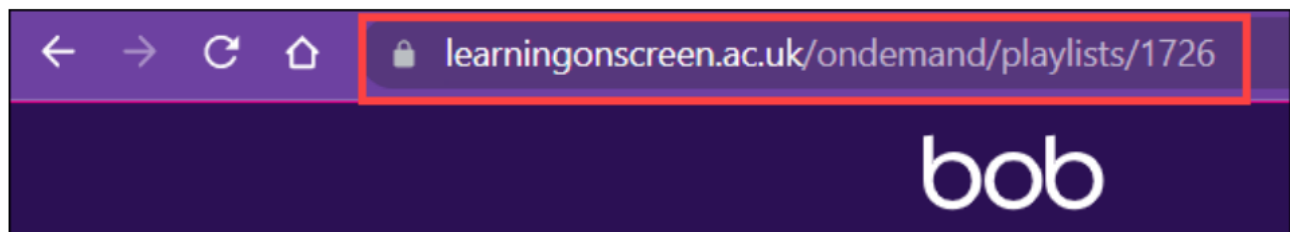
2. In the relevant Content area of your Blackboard course, select Build Content then Web link.
3. Give the link a name.
4. Paste the URL you copied from BoB.
5. Press Submit.

The link to your BoB playlist will be displayed in your Blackboard course.

When your students click this link, they will be taken to your playlist in BoB.

Transcripts

BoB gives the option to show a transcript as you watch. If a transcript is available, click the Show Transcript button below the video.
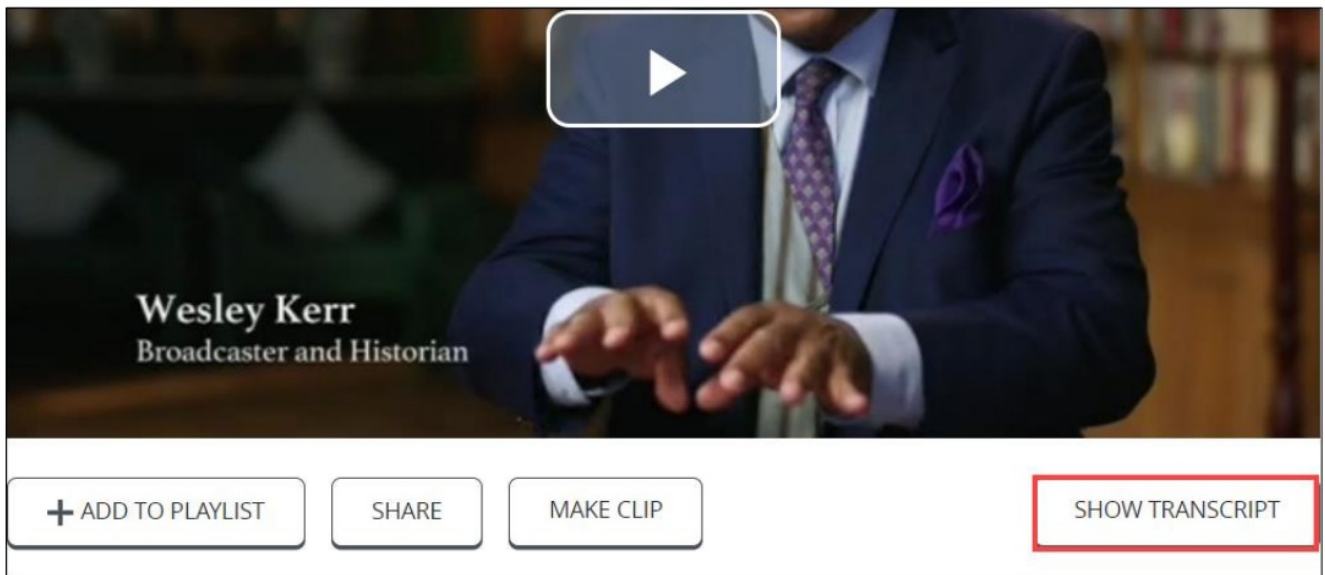
You can type in and search for keywords within the transcript and then jump right to that point in the programme by clicking on the highlighted word in the transcript.

Subtitles

In addition to transcripts, most of the media in BoB has subtitles. You can turn on subtitles by pressing the **S** in the bottom-right corner of the video player.

Pressing the **S** again will turn **subtitles off**.

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11/2022

Documents / Resources

BoB 65776 Box of Broadcasts [pdf] User Guide
65776 Box of Broadcasts, 65776, Box of Broadcasts, of Broadcasts, Broadcasts

References

- 🌐 **[STAFF / STUDENTS] How to Register for Box of Broadcasts (BoB) (The University of Manchester)**
- **Home · BoB**