Delivery guide: *SAGE Video* training presentation

Our Trainers have put together this training delivery guide to accompany the **SAGE Video training presentation**. If you plan on delivering the training presentation to educate users about the *SAGE Video* platform, this document will help you prepare and deliver the session. The following pages contain a slide-by-slide representation of the presentation, with tips, suggestions and guidance from the SAGE Training team. We hope that this guide makes it simple and painless to deliver training to your users!

If you want to learn more about this database, **explore more of our training resources**, or **get in touch** with the SAGE Training team who will be happy to help you!

Getting started…

1. This guide and the accompanying presentation are available through the SAGE training pages, and have been designed to provide guidance and inspiration so that you feel comfortable and confident to deliver your own sessions on our products. Any of these resources can be modified to best meet the needs of users at your institution, so please feel free to amend the presentation in any way before you begin.
2. *SAGE Video* is comprised of different collections of content, and your institution may not have access to all content available. It is worth checking with the library what level of access you have before starting any training or information sessions.
3. Before you deliver this presentation to others, you might like to refresh your own knowledge of the platform using our **An introduction to *SAGE Video*** presentation.
4. If you would like to add a more interactive component to your presentation, we have prepared some simple yet effective **training activities**, that you can use to get participants exploring the platform first-hand. If you decide to use one of these activities, we recommend setting this at the end of the full presentation, to help participants consolidate what they have learnt during your presentation and apply their learning in a hands-on way.

Setting up…

1. The training session works most effectively if delivered in a teaching or training room with a presentation screen, with each participant having access to their own computer or laptop; this allows participants to get hands-on with the platform and apply their learning under the guidance of the instructor.
2. Before promoting your session to potential participants, it is worth spending some time thinking about what you would like participants to have learnt, understood or achieved by the end of the session. Being clear on these aims will help guide the development of your session, i.e. how long the session needs to be, and how much detail you want to include in the session.
3. Prior to delivering your session, you should find out how many participants will be attending, and who they are, i.e. undergraduate students, researchers, faculty, or library staff, as each of these groups might have different motivations for attending.

General training tips…

1. Aim to arrive in good time to the teaching or training room to set up your presentation screen, check the internet connection, and open the appropriate pages on the *SAGE Video* platform so that you are able to demonstrate the content, tools and functionality to the session participants.
2. Give participants plenty of opportunity to ask questions and clarify information. The presentation is broken down into logical sections with heading slides, which provide nice, natural pauses where the presenter can open the floor for questions.

If you are in Europe, the Middle East, Africa, Asia, or Oceania, you can explore more of our training resources **here**.
If you are in North America, Latin America, or the Caribbean, you can explore more of our training resources **here**.

Beginning your session

SAGE Video

Workshop for {…}
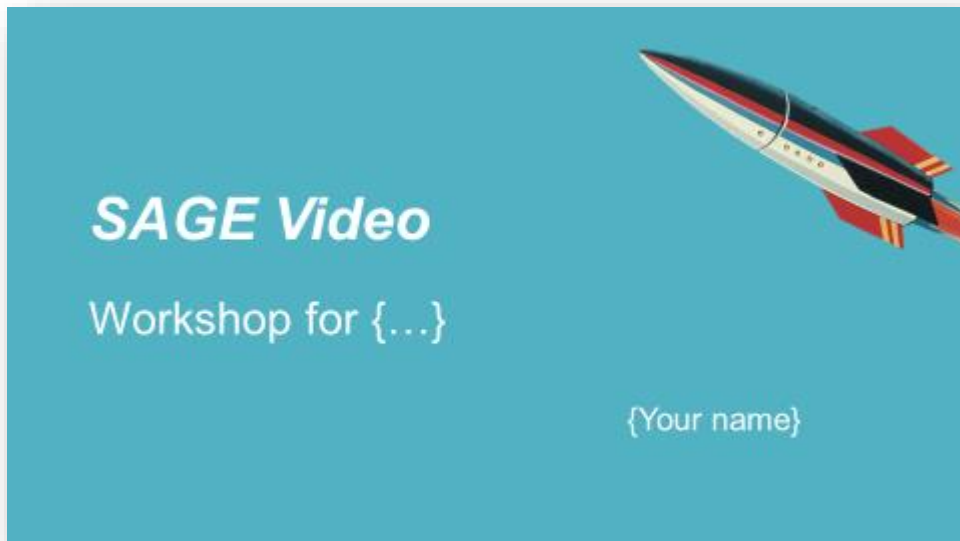
{Your name}

Title slide
Add in your workshop title, who it is for, your name and contact details.

Session outline

- Introduction to *SAGE Video*
- Live platform demonstration
- Final questions and session round-up

Session outline
This slide informs your participants of the session structure, so they know what to expect. You might like to amend this slide, especially if you decide to change the structure of this ready-made presentation, depending on your audience needs and session criteria (*e.g.* duration, location).

Session objectives

By the end of this session, participants will be able to:

- Describe how *SAGE Video* resources can help them in their study and research
- Locate relevant videos using browse and search
- Save a video to a list within the platform

Session objectives
Objectives are a great way of helping participants engage with a session, as they can see what they should be able to do by the end of the session. These are the session objectives created specifically for this ready-made presentation. If you change anything within the presentation, you should double-check to ensure that the session will still deliver the objectives; if not, then you can amend the objectives on this slide.

Discussion Questions

- What is your level of experience in using the *SAGE Video* platform?
- What would you most like to gain from attending today?
- How are you currently using video in your own teaching or learning?
- How would you like to be using video in your own teaching or learning?

Ask participants to discuss their answers to these questions in pairs or small groups. Allow 5 minutes or so for feedback, depending on the size of the group.

Introduction to the platform

Why watch educational video?

- We conducted market research in the 2014/15 academic year, White paper study conducted by SAGE
- We surveyed 1673 students
  - 49% undergraduate
  - 33% graduate/post-graduate
  - 18% unspecified
- Respondents came from North America, Asia Pacific, Europe and South America

Why watch educational video?
SAGE conducted a white paper study in 2014/2015 before developing the *SAGE Video* subject collections to explore the market needs for educational video. You can read the white paper **here**.

Why watch educational video?

According to our respondents, this is the reason people watch educational video:
- 63.4% Professor plays it during class
- 59.3% For help in understanding course material
- 43.2% Assigned as homework prior to class
- 41.4% Assigned as supplemental material
- 34.3% To see the steps necessary to do something successfully
- 31.8% To see a practical example of a theoretical concept
- 29.4% To get another perspective
- 25.1% As part of a research assignment
- 17.7% To illustrate a point in a presentation you are making

Why watch educational video?
Students were able to select as many reasons as they liked from the list as to why they watched educational video.
In some way or another, 95% of students were using video for educational purposes, which demonstrates the importance of video in teaching and learning.

SAGE Video is a series of **streaming video collections** developed in partnership with leading academics, societies and practitioners, to deliver pedagogical and research-oriented video mapped to disciplinary curricular needs.

You can access the platform at:
http://sk.sagepub.com/video

Overview slide
This slide provides a basic and concise introduction to *SAGE Video*.
The URL of the platform is also shown at the bottom of the slide for easy reference.

Slide 1

What's in it?

- *SAGE Video* is currently made up of **nine** subject collections:

  Business & Management
  Psychology
  Education
  Sociology
  Social Work

  Politics & International Relations
  Counseling & Psychotherapy
  Media, Communication, & Cultural Studies
  Criminology & Criminal Justice

- The content you can access through *SAGE Video* will depend on the subscription at your library
- If you do not have access to particular content, you will see the following icon next to the resource: 🔒
- If you aren't sure which video subject collections your institution subscribes to, please check with your library staff

What's in it?
This slide offers a simple summary of what users can find on *SAGE Video,* including how they can learn whether or not they have access to a particular item.
We recommend editing this slide in the following ways:
- Edit the first bullet point to only indicate the subject collections you have access to
- Edit the last bullet point to add in a key library contact

Slide 2

What's in it?

Business & Management	Politics & International Relations	Psychology	Counseling & Psychotherapy	Social Work
# Videos: 558	# Videos: 313	# Videos: 426	# Videos: 479	# Videos: 331
# Hours 150+	# Hours: 130+	# Hours: 130+	# Hours: 140+	# Hours: 100+

Media, Communication, & Cultural Studies	Sociology	Criminology & Criminal Justice	Education
# Videos: 575	# Videos: 330	# Videos: 548	# Videos: 548
# Hours: 140+	# Hours: 120+	# Hours: 120+	# Hours: 140+

What's in it?
This slide provides an overview of how many videos, and how many viewing hours this equates to in each video subject collection.
Further information on the individual video titles in each video collection can be found **here**.
You should edit this to cover only those subject collections you wish to promote or that your institution has access to.

Slide 3

2015	Education, Counseling and Psychotherapy, and Media, Communication & Cultural Studies
2016	Business & Management, Politics & International Relations, and Psychology
2017	Sociology, and Criminology & Criminal Justice
2019	Social Work

History of development of the *SAGE Video* subject collections
This slide explains when the video subject collections were launched, and how they have developed since 2015.
The slide can be adapted to cover only the content you wish to promote or that your institution has access to.

SAGE Video collections

- Created to support pedagogical needs across higher education, from undergraduate teaching and learning, student reference, research projects, through to higher level academic interest material
- Developed with our **author and editor networks** to meet pedagogical needs; overseen by an Editorial Advisory Board
- All videos available **globally**
- About 60% of content **exclusive** to SAGE
- **New and original** productions, plus licensed material

SAGE Video **collections**
This slide explains how the content on the platform was developed, chosen and created. This can help to establish credibility and reassure participants of content quality.

Video types

There are **13** video types, designed to help with different objectives in teaching or learning situations – each type has a different use.

The six most common are:

- **Video cases** shed light on a key course topic, examining a certain context or problem
- **Documentaries** to explore a particular theme or topic in-depth
- **In Practice** to make connections between theory and practice with a real-life context
- **Interviews** with leading academics
- **Tutorials** explaining the principles of a key course topic; how to understand it; how to do it; key points
- **Definitions** of key terms and concepts

SAGE Video **types**
There are 13 different video types available on the platform, although not each video subject collection has every video type.
Video types are designed to support different teaching or learning objectives.

Who is it for?

- Faculty
    - ❑ Keep students engaged with exciting video content
    - ❑ Embed directly into Learning Management Systems for convenient access
    - ❑ Rely on high-quality, stable videos that won't disappear
    - ❑ Choose from curriculum-mapped content, direct from the experts
- Students
    - ❑ Study and self-serve at their own pace
    - ❑ Understand how concepts are really applied, beyond the book
    - ❑ See academics and practitioners in the flesh
    - ❑ Feel confident referencing reliable, credible content from an academic publisher
- Researchers conducting independent projects
    - ❑ Refer to real-life examples for deeper understanding
    - ❑ Get inspired for new research topics
    - ❑ Engage critically with multiple perspectives
- Librarians providing research subject, information workshops
    - ❑ Bring valuable video resources to the academic community
    - ❑ Meet changing expectations of the learning landscape
    - ❑ Ensure patrons are using quality, citable resources

Who is it for?
Here you can show your participants what they can gain from using the *SAGE Video* platform, depending on their role. You may like to edit this slide by showing only those user groups that your session is targeted at.

Getting started on the platform

The slides that follow are all screenshots from the platform in slide format. However, we recommend that you use these slides as a guide for a live platform demonstration, instead of showing the slides themselves. It is benefical for participants to see how to access the platform from your institution's homepage or library page, and to see how to navigate the platform live. The screenshots provide a suitable back-up for participants to review a fter the session, or in case you have internet problems during your session.

The *SAGE Knowledge* homepage
SAGE Video is hosted on the *SAGE Knowledge* platform. This screenshot shows the *SAGE Knowledge* homepage, as well as the direct URL and information about other methods users can use to access *SAGE Video.* Depending on your institution's access level and settings, some options may be inactive and therefore the screenshot may look slightly different to your version.

The *SAGE Video* homepage
This screenshot shows the *SAGE Video* homepage, and the direct URL.
Content is also able to accessed through the library catalogue.
Students might want to bookmark this link, librarians might want to add this link to a subject guide, and faculty might want to add this link to a reading list or link to it from a learning management system (LMS) or virtual learning environment (VLE).

Browsing from the *SAGE Video* homepage
This screenshot indicates three ways in which users can browse video content, by Collection, Video Type or Content Partner from the *SAGE Video* homepage.

Browsing from the video subject collection homepage
This screenshot indicates two ways in which users can browse video content, by Video Type or Contributor from the video subject collection homepage.
Browsing by Topic opens up a new page and displays the subject taxonomy, which allows users to see a more granular breakdown of the Topic.
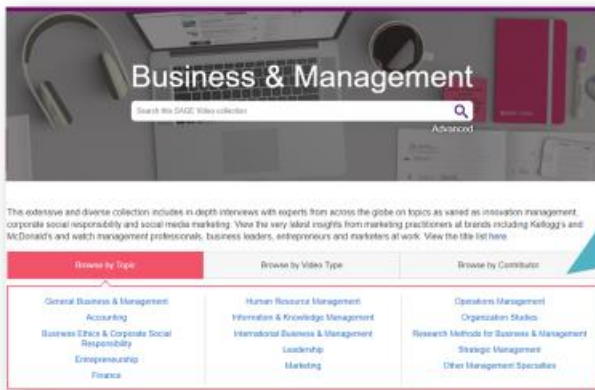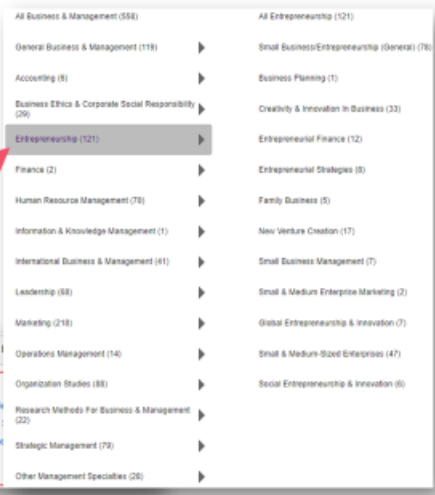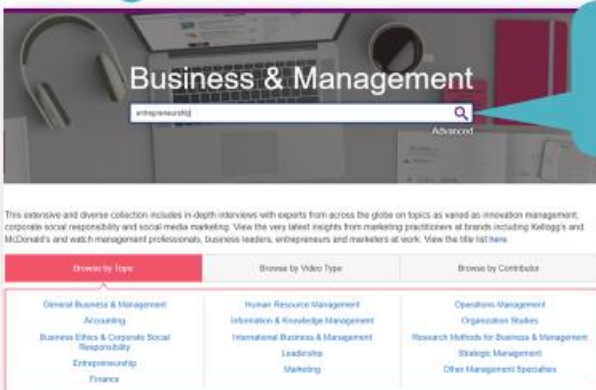

Browsing by Topic
This screenshot displays the subject taxonomy page, and indicates how users can browse content by Topic from the video subject collection homepage, and see a more granular breakdown of a selected Topic.

Using the Quick Search
This screenshot shows the quick search feature on the Business & Management video subject collection homepage.

Using the Advanced search
This screenshot shows users where to access the Advanced search, and some tips for running an effective advanced search using some of the main criteria fields.

Viewing your results
This screenshot displays some search results so that users can see what the results page looks like. It highlights the filters that users will want to use to refine their search results, on the right-hand side of the platform screen.

It also indicates, at the bottom-right corner, how users can identify content that is not available to them due to their institution's access restrictions.

The Video page

Video page – video tool bar
This screenshot shows a video page.
The call-out shape highlights some of the key functionality on the tool bar just below the video display, for example, adjusting the volume, increasing and decreasing video quality, and adding subtitles.

Video page – video transcript
The call-out shapes highlights some of the key functionality related to the video transcript to the right of the video display, for example, using the auto-scrolling transcript to follow along with the video as it plays, and downloading the video transcript as a PDF.

Video page – interactivity icons
The call-out shape highlights some of the key functionality related to the interactivity icons to the right of the video title, for example, adding a video to a list, and downloading a citation for the video you are viewing.
Please note: you will need to be logged in to your own profile to demonstrate this functionality in full.
You can find out how to create a profile in the next section.

Create video clips

Create video clips
- Click on **Create Clip**.
- Use the sliders that appear on the video to select the start and end times of your clip.
- Click on **Save** to add to the clip **To My Clips (a list just for clips)** or **To List**.
- Choose the list you'd like to add the video clip to, or create a brand-new list.

You will need to be signed in to your Profile to save clips.

Pavlos Dimitratos Discusses International Entrepreneurship
Segment 1: What is International Entrepreneurship? How Would You Define it for Anyone Who Was Not Encountered it Before?

TIP: You can learn how to create a Profile in the next section.

TIP: To learn how to access your lists, go to Managing your Profile, in the next section.

Create video clips
This screenshot describes how to create video clips.
Please note: you will need to be logged in to your own profile to demonstrate this functionality in full.
You can find out how to create a profile, and access your lists in the next section.

Creating a Profile

Encourage participants to create their own profile and experiment with adding videos to a list and creating a video clip. Allow 12-15 minutes to complete this, and then 3-5 minutes for feedback so participants can discuss some of the resources they discovered.

Creating a Profile
This screenshot shows users how they can create their own personal profile in *SAGE Knowledge*, and, for future reference, how they can log in once they have created their profile.

Saving searches
This screenshot shows users how they can save a search to their profile, once they are logged in.
Please note: you will need to be logged in to your own profile to demonstrate this functionality in full.
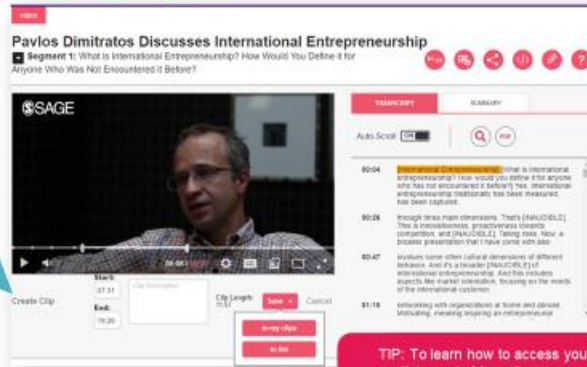

Managing lists
This screenshot shows users how they can add a video to a personal list, once they are logged in.
Please note: you will need to be logged in to your own profile to demonstrate this functionality in full.

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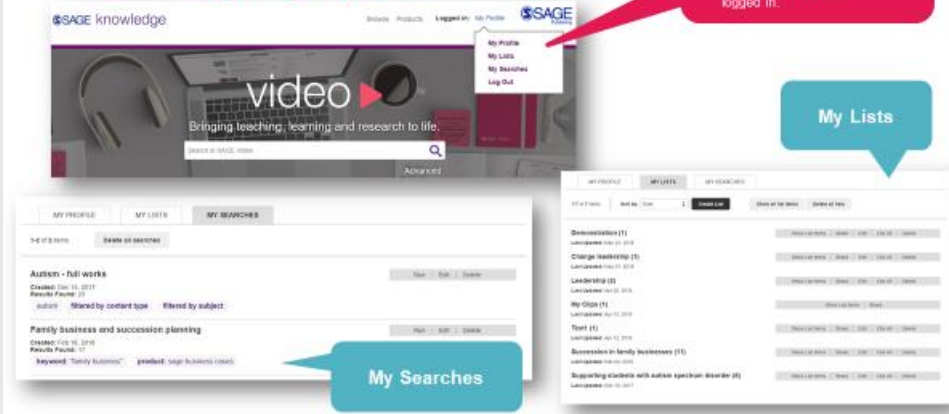**You can find out how to access your lists on the next slide.**

Managing your Profile

You can access your lists and saved searches by clicking on **My Profile** from any page when you are logged in.

My Lists

My Searches

Managing your Profile
This screenshot highlights the different things a user can do within their profile once they are logged in, such as editing their profile information, accessing their saved searches, and viewing their lists.
Please note: you will need to be logged in to your own profile to demonstrate this functionality in full.