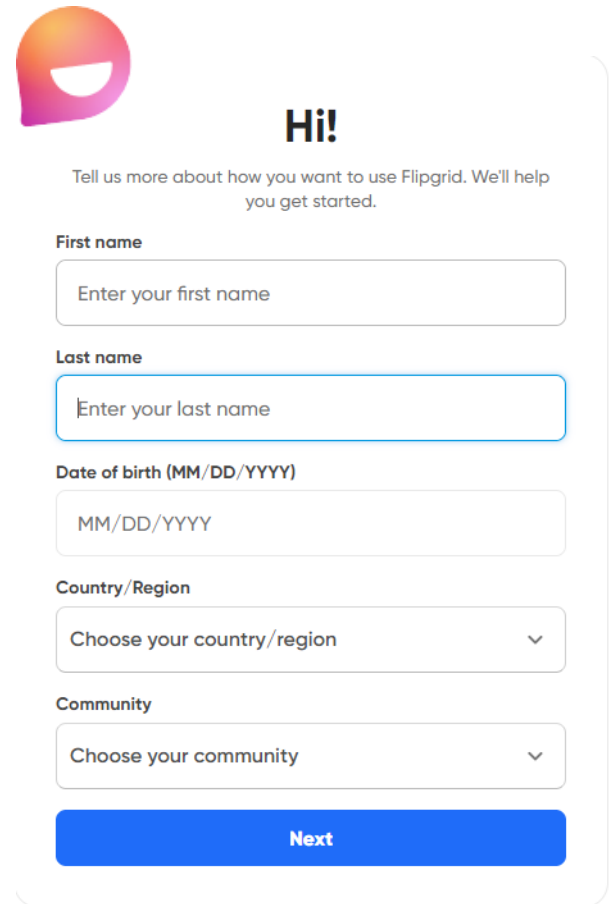


Sign up for a free Flip account.

1. Go to <https://info.flip.com/>
2. At the top right, click **Signup**.
3. Choose **Sign Up with Microsoft**
4. Make sure to use your HCCC email.
5. Share your location and identify the type of community you want to create.
6. To start using Flipgrid, enter your birthdate.
 - **Important:** We'll only use this information to confirm you're an adult. We won't save this information.

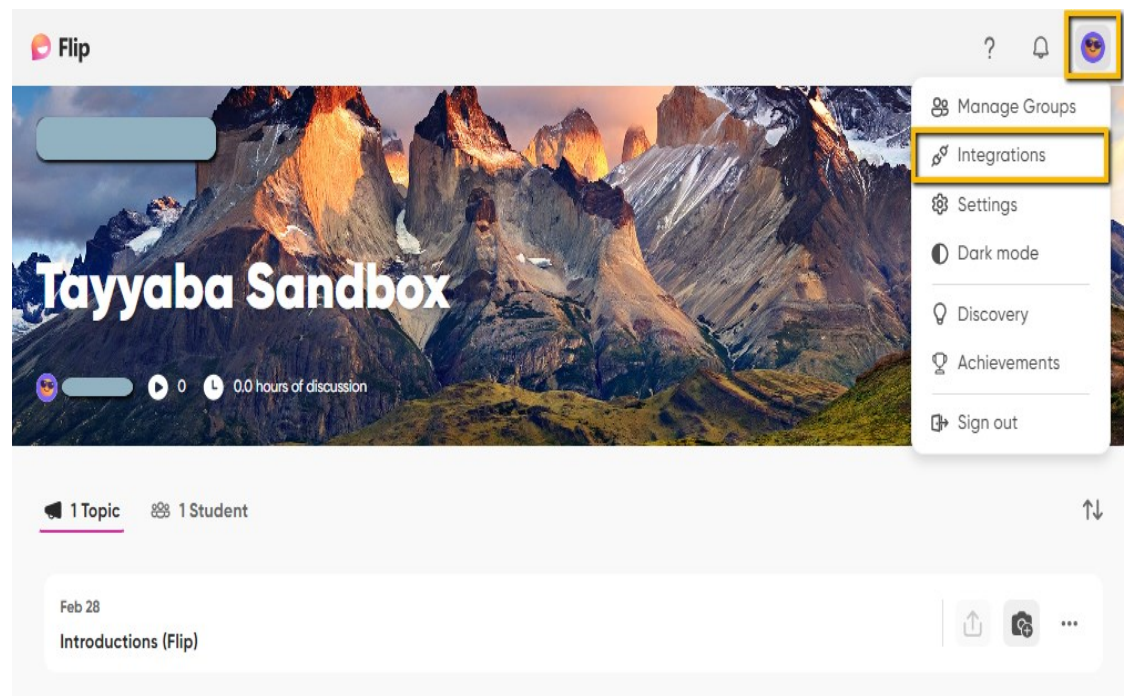


The screenshot shows the Flipgrid sign-up interface. At the top left is the Flipgrid logo, a colorful speech bubble. To its right, the text "Hi!" is displayed. Below this is a sub-header: "Tell us more about how you want to use Flipgrid. We'll help you get started." The form consists of several input fields: "First name" with a placeholder "Enter your first name", "Last name" with a placeholder "Enter your last name", "Date of birth (MM/DD/YYYY)" with a placeholder "MM/DD/YYYY", "Country/Region" with a dropdown menu showing "Choose your country/region", and "Community" with a dropdown menu showing "Choose your community". At the bottom of the form is a blue button labeled "Next".

Set Up the Integration between your course and Flip.

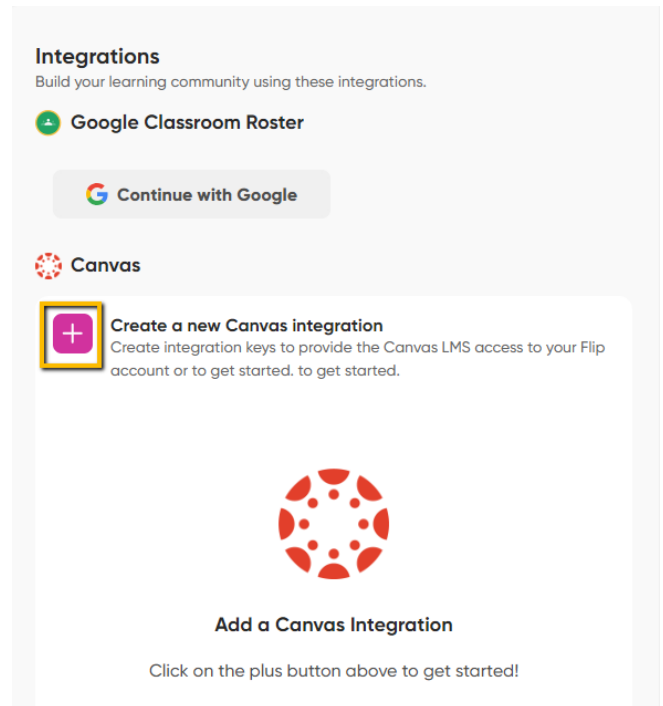
Here is how you can obtain a Consumer Key and Shared Secret for your Canvas LTI integration!

1. Click on the Icon from the top-right corner of your Flip dashboard.
2. Select **Integrations** from the menu.

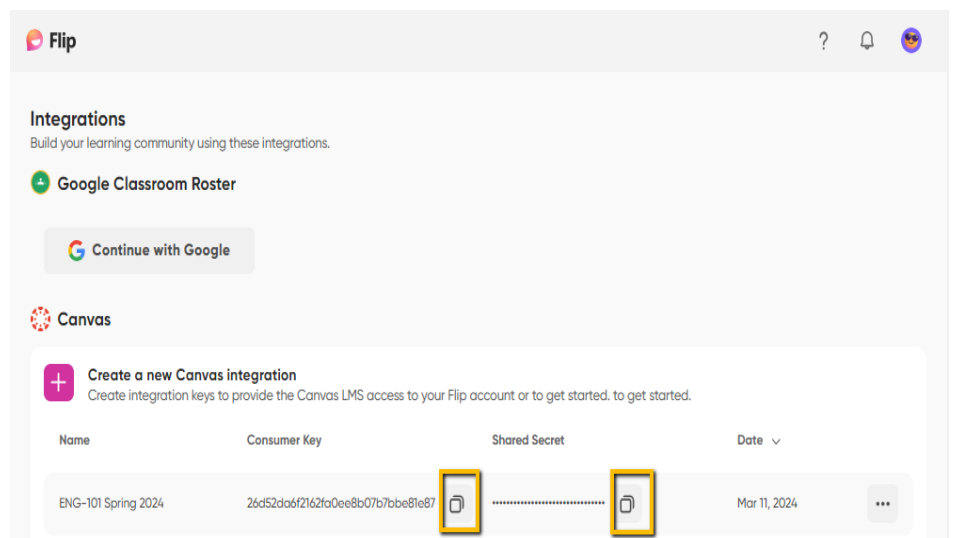


The screenshot shows the Flip dashboard interface. At the top left is the Flip logo. The main content area features a large image of a mountain range with the text "Tayyaba Sandbox" overlaid. Below the image, there are icons for a user profile, a play button, and a clock, along with the text "0.0 hours of discussion". On the right side, there is a user profile icon in a yellow box. A dropdown menu is open from this icon, showing options: "Manage Groups", "Integrations" (highlighted in yellow), "Settings", "Dark mode", "Discovery", "Achievements", and "Sign out". At the bottom of the dashboard, there are icons for "1 Topic" and "1 Student". Below this, there is a section for "Feb 28" with the title "Introductions (Flip)" and icons for a share button, a settings button, and a more options button.

3. Click **Create a new Canvas integration**, type in the name of your course e.g., “ENG-101-ONA02 Spring 2024,” and then click **Create**. **(Make sure to include the course number, section, and term info in the title!)**



4. Keep this open while you proceed with the integration setup, and you can copy-paste the Key and Secret when needed.



Add the Flip App to your Canvas Course

Select your Course on Canvas

1. Go to **Settings** from the navigation menu on the left, and then the **Apps** tab at the top.
2. Type **'Flip'** into the search box, and then click on **Flip**.

The screenshot shows the Canvas LMS interface. On the left is a teal navigation sidebar with icons for Account, Admin, Dashboard, Courses, Calendar, Inbox, History, Commons, and Get Help. A list of course navigation items is shown to the right of the sidebar, with 'Settings' highlighted by a yellow box and a '1' in a yellow circle. At the top of the main content area, the 'Apps' tab is highlighted by a yellow box and a '2' in a yellow circle. Below the 'External Apps' heading, there is a search box containing the text 'flip', highlighted by a yellow box and a '3' in a yellow circle. The 'Flip' app card is highlighted by a yellow box and a '4' in a yellow circle. The app card shows the Flip logo and the word 'Flip'.

3. Click on **+ Add App** and a dialog will appear on the screen.

External Apps

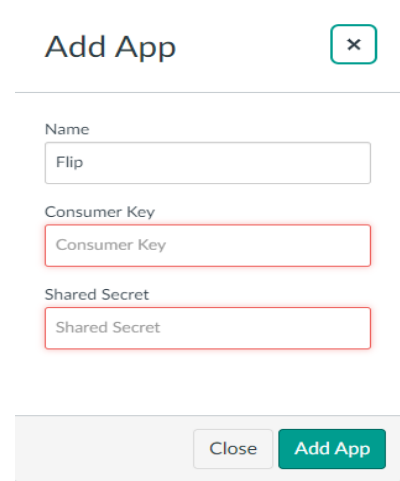
Apps are an easy way to add new features to Canvas. Once configured, you can link to them through course modules and create assignments for assessment tools.

[See some LTI tools that work great with Canvas.](#)

The screenshot shows the Flip app card. At the top is the Flip logo, a colorful speech bubble with a white smile. Below the logo is the word 'Flip' in a bold, black, sans-serif font. Underneath the name is a grey button with the text 'Installed'. Below that is a green button with a white plus sign and the text '+ Add App'. At the bottom is a blue link with a left-pointing arrow and the text 'Back to App Center'.

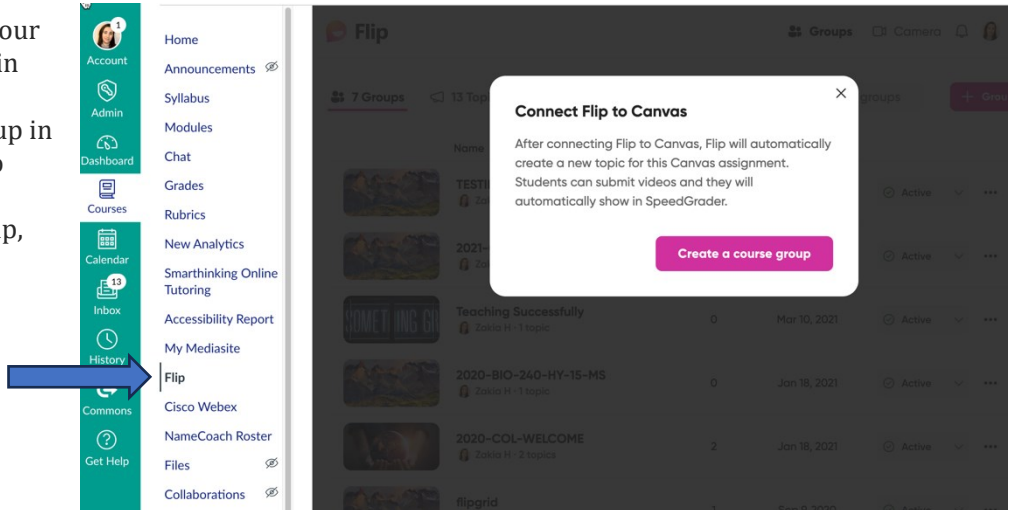
4. Enter a unique name for the installation e.g., 'Flip 1' or 'Flip 2', copy-paste the Consumer Key and Shared Secret, and then click on **Add App**

You only need to do this ONCE per Course

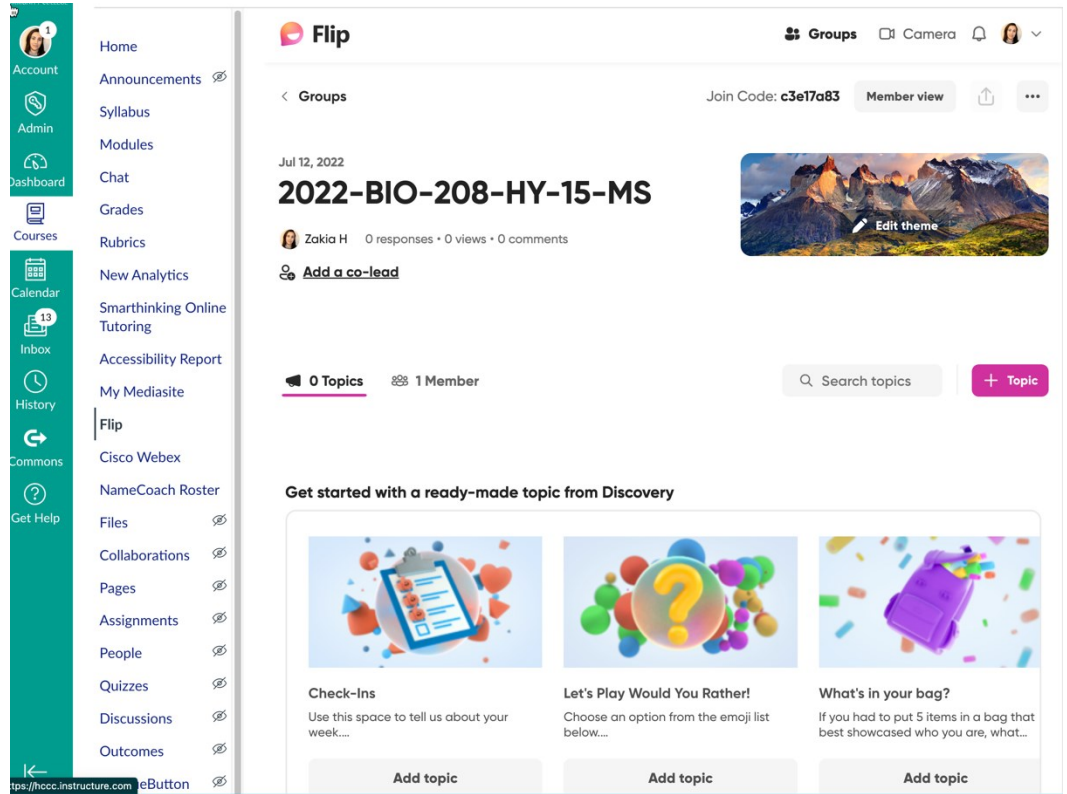


Connect Your Canvas with Flip

1. Once you add the Flip app to your canvas, make sure it is visible in your course menu.
 - If **Flip** does not show up in the course menu, go to **settings**, click on the **Navigation**, enable Flip, and save it.
2. Click on Flip from your course menu.
3. Click Create a course group.

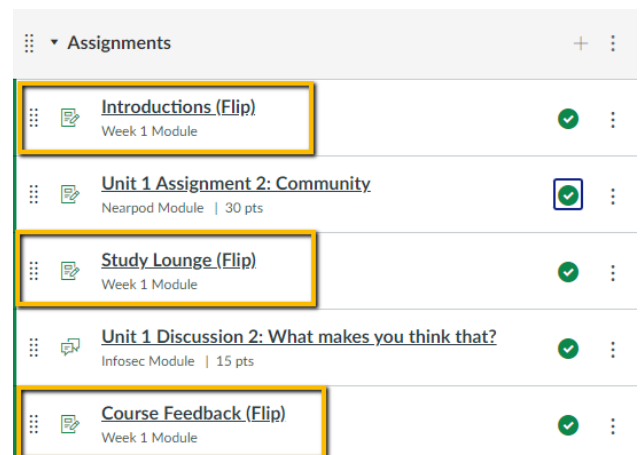


Once you create a course group, by clicking on Flip in your Canvas Menu, you will be able to see your Flip account within Canvas, as you see in the screenshot.



Convert designated Assignments to “Flip Assignments”

Go to Assignments in the Course menu. Click on Flip assignment and make sure to change the submission type to an external tool for each.



1. Edit each Flip assignment -- scroll down to Submission Type and select **External Tool** in the drop-down menu.

Points

Assignment Group

Display Grade as

Do not count this assignment towards the final grade

Submission Type

Group Assignment This is a Group Assignment

Peer Reviews Require Peer Reviews

2. Click **Find** under 'Enter or find an External Tool URL', select your Flip integration, and click **Select**.
3. (Optional, but recommended) Check the box for **Load This Tool in A New Tab**
4. Enter the rest of the Assignment details and options, and then click **Save** at the bottom.

You only need to do this once for all Flip Assignments.

Submission Type

External Tool

External Tool Options

Enter or find an External Tool URL

Find

Load This Tool In A New Tab

Configure External Tool

Select a tool from the list below, or enter a URL for an external tool you already know is configured with Basic LTI to add a link to it to this module.

Cengage Learning MindLinks
Cengage Learning provides Learning Management System (LMS) integration on Canvas for

Chat Tool
A very handy tool for hosting live chat sessions.

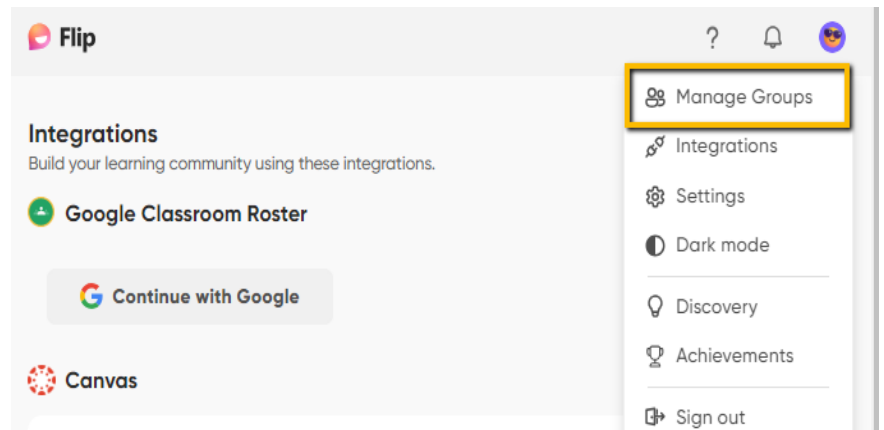
Flip
Flip

Google Assignments (LTI 1.3)

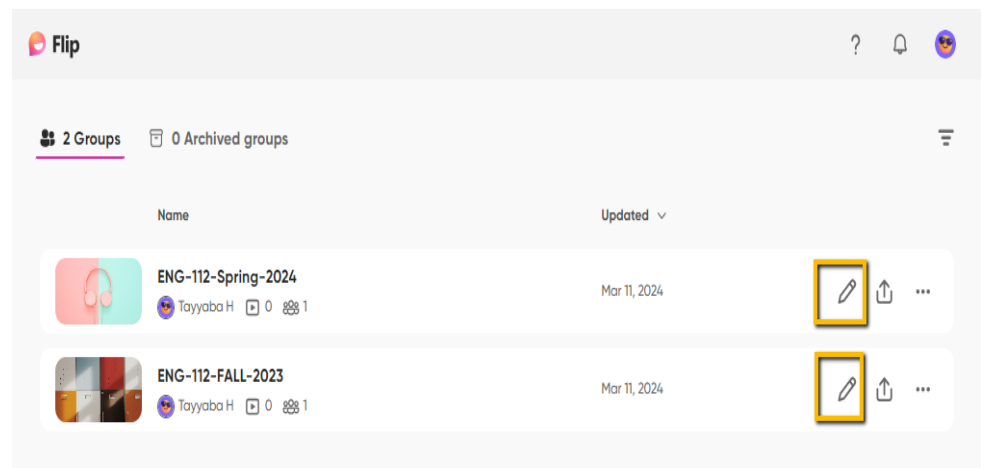
Cancel **Select**

Customize Your Topic/ Manage Groups

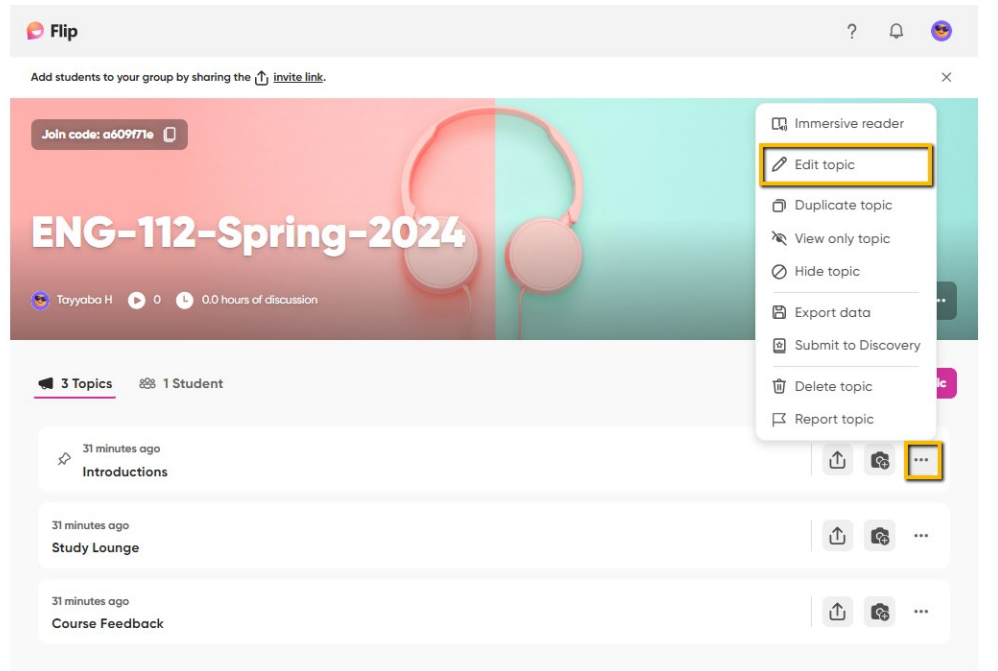
1. In Canvas, within your course, click on Flip from the course Menu.
2. Then, click on the Icon from the top-right corner of your Flip dashboard.
3. Select **Manage Groups** from the menu.



4. Select the group of courses you want to edit from your Topics.



5. You can edit your topics within the group you select. Click on the three dots (...) and select **Edit Topic**.



Customization you can do:

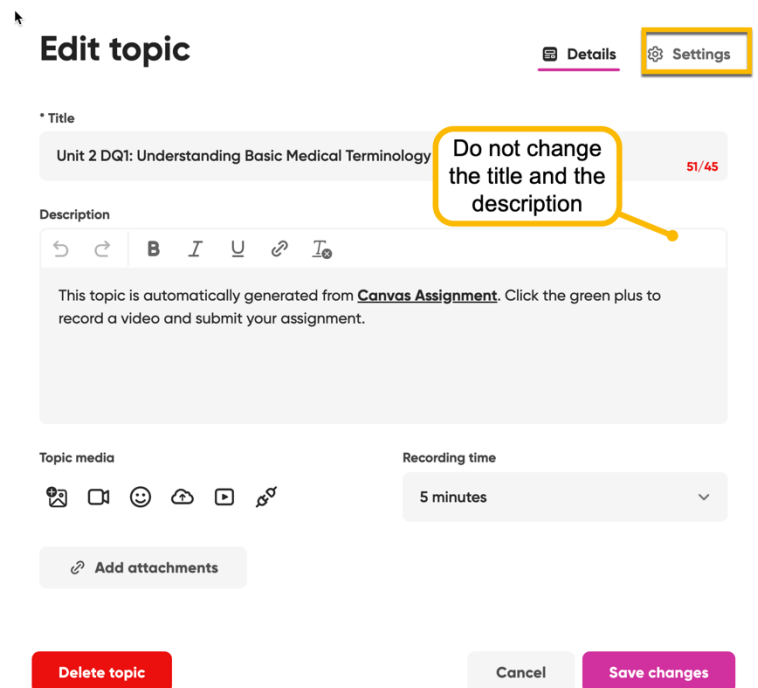
You're able to edit your topics' details and settings at any time. You can update multiple aspects of your topic.

Recording time

Determine the maximum recording time for members. You can choose between 15 seconds to 10 minutes

Topic Media

- Upload an image.
- Record a video to add to the topic.
- Include a Bitmoji, GIF, or stickers.
- Upload a video from your device.
- Add a YouTube or Vimeo link.
- Add an integration like Buncee or Adobe Creative Cloud Express
- Add attachments like links with specific titles.



Advanced: Edit your topic's settings.

Edit topic

Details

Settings

Moderation

To approve videos before they're active, turn on "Moderate videos and comments." [Learn more about Topic Moderation.](#)

Comments

Choose to allow video and text comments, video comments only, text comments only, or none. [Learn more about comments.](#)

Closed Captions

Turn closed captions on or off. You're also able to set the default language for closed captions. [Learn how to edit or add closed captions.](#)

Response:

You can choose to allow attachment links, likes on videos, download and share for all videos, display view count. [Learn more about topic video response settings.](#)

Camera:

You can choose to allow essentials, expressions, and sticky notes.

- **Essentials:** Text, drawing, photos, stickers, frames, and boards.
- **Expressions:** Lenses, filters, GIFs, and backdrops.
- **Sticky notes:** This is an option that shows while recording.

Guest password: This option lets you make your topic accessible to guests outside of your groups. Learn how to add a guest password to a topic. [Learn how to add a guest password to a topic.](#)

Topic

Topic Status

Active

Start date:

07/12/2022

End date:

mm/dd/yyyy

Moderate videos and comments

Moderation is off. Turn on moderation to approve each response and comment for your topic.

Recording time
5 minutes

Comments

Video and text comments

Closed Captions

English (United States)

Response

Allow attachment links



Allow likes on videos



Allow download and share



Display view count



Camera

Essentials

Text, drawing, photos, stickers, frames, and boards.



Expressions

Lenses, filters, GIFs, and backdrops.



Sticky Notes

Allow sticky notes while recording.



Guest password (optional)

Guest password (Optional)

Add a password for families and guests to join the topic.



Delete topic

Save changes to my default settings

Cancel

Save changes