



Creating a FlipGrid – A Guide For Teachers

UNIVERSITY of **HOUSTON**

STEM CENTER

Introduction

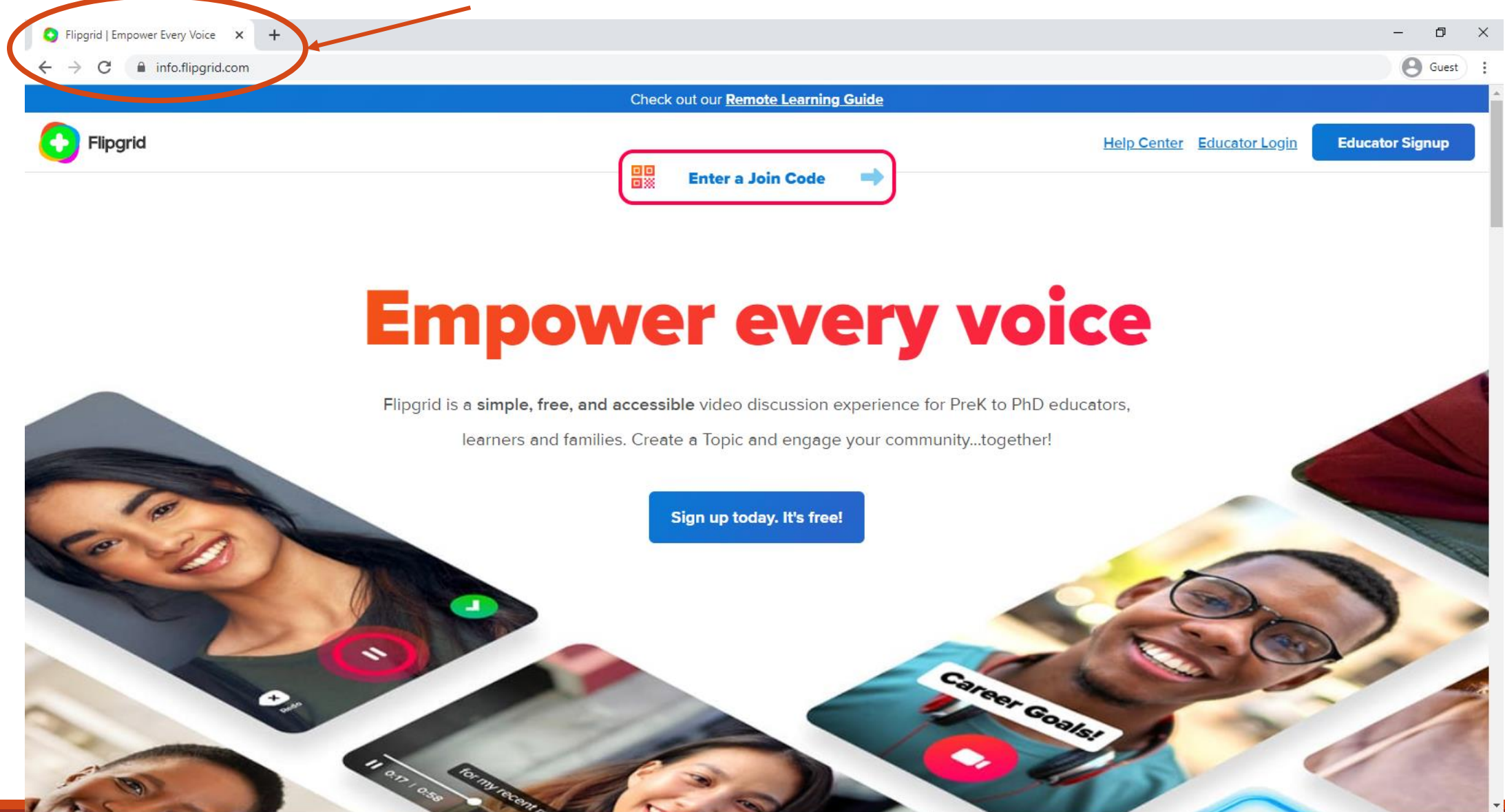
This year, Mars Rover Celebration participants are welcome to use an online program called “FlipGrid” to create their skits and presentations.

Educators may create a FlipGrid platform for their class. Once you create this platform, you will receive a code specific to your platform. You will then give this code to your students, and they may access your class FlipGrid platform to record and upload their part of the group presentation.

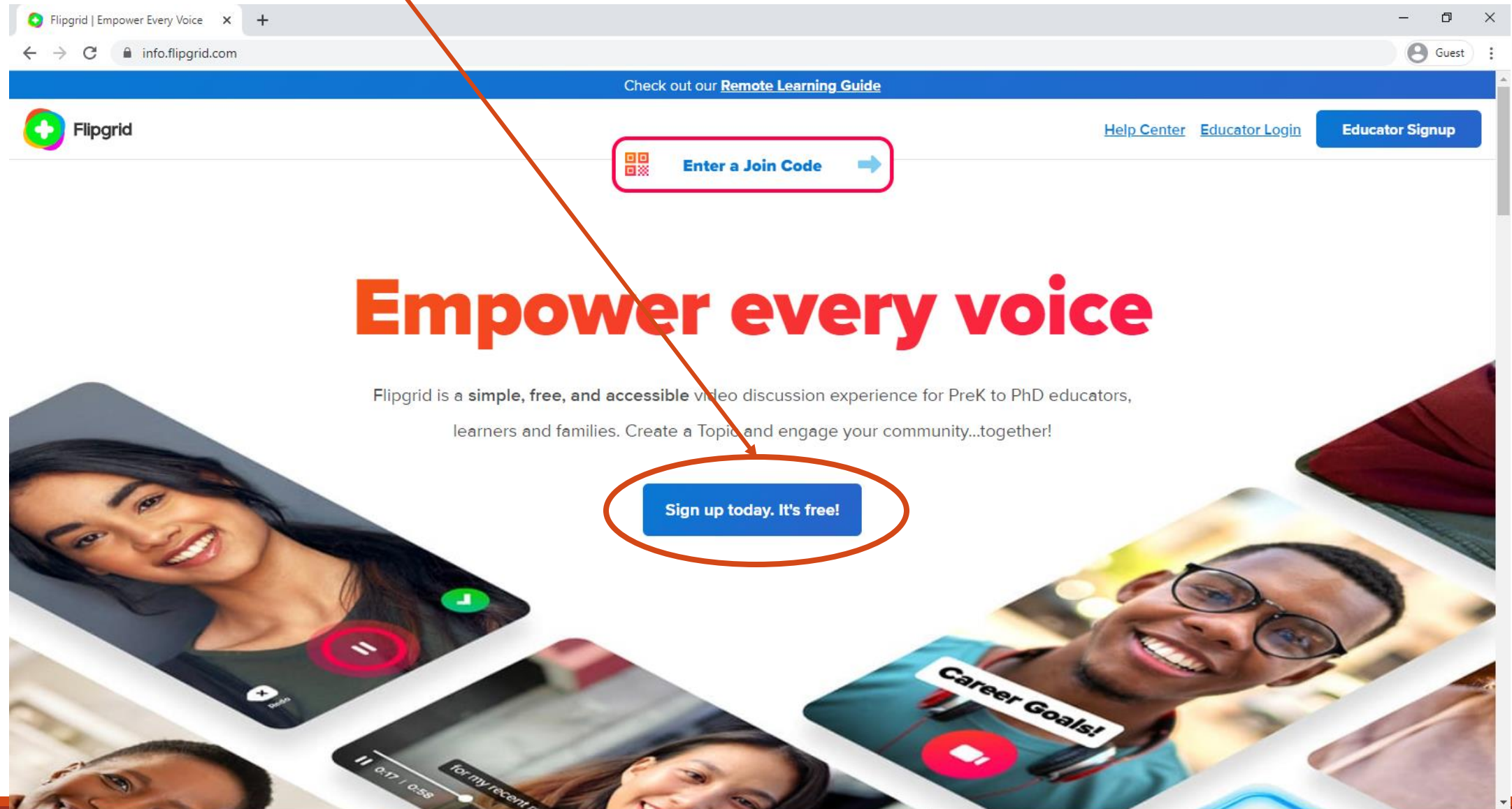
Once your students have uploaded their presentations to FlipGrid, you can use the “Mixtapes” feature to compile their individual parts into one group presentation.

To set up FlipGrid for your class, please carefully follow the instructions included in this presentation.

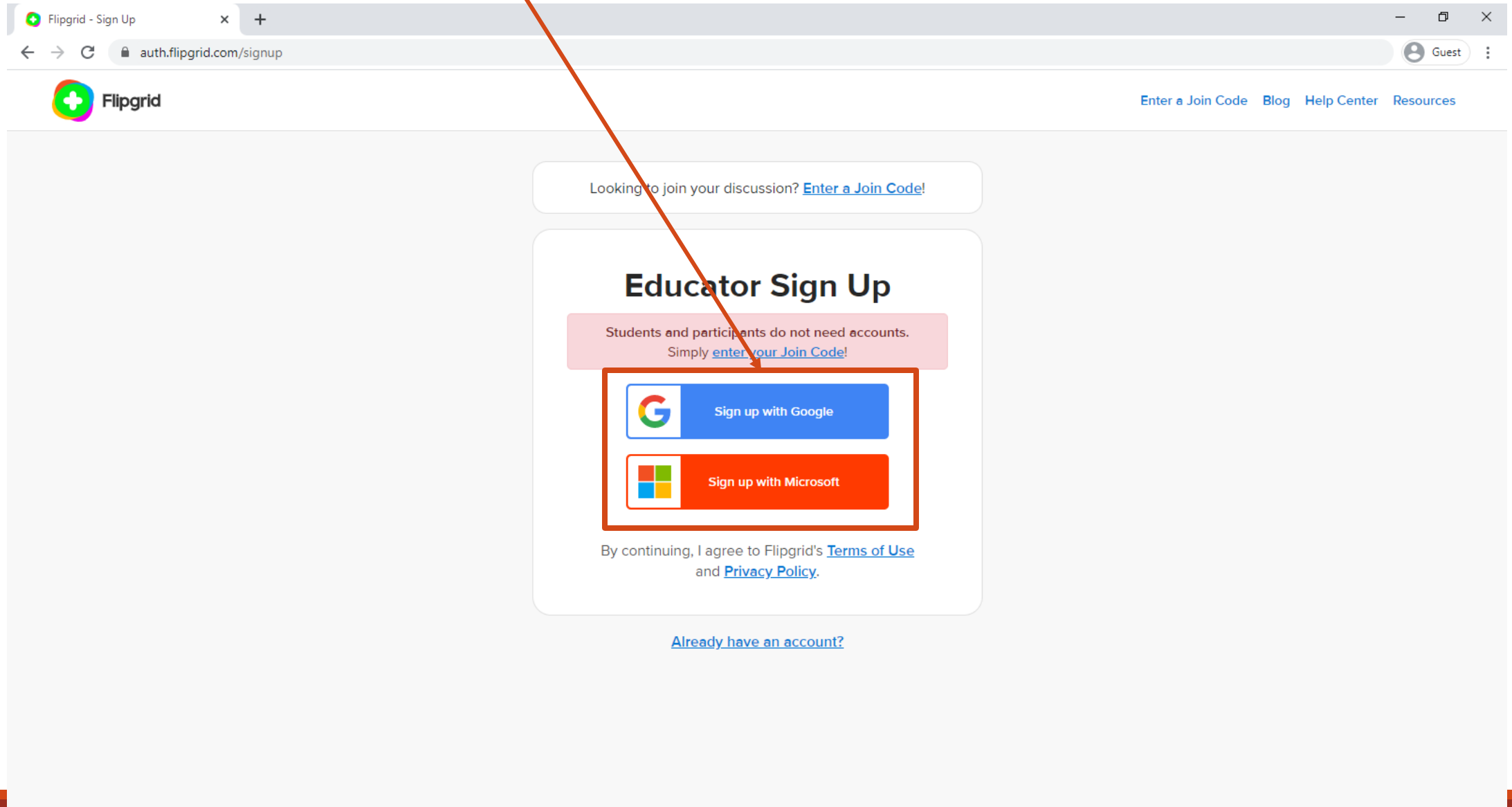
1. To start, please visit <https://info.flipgrid.com/>.



2. Click “Sign up today. It’s free!”



3. Sign up with your school/professional email.



The screenshot shows a web browser window with the Flipgrid sign-up page. The browser's address bar shows the URL `auth.flipgrid.com/signup`. The page features the Flipgrid logo in the top left and navigation links like "Enter a Join Code", "Blog", "Help Center", and "Resources" in the top right. A central box titled "Educator Sign Up" contains a pink message box stating that students and participants do not need accounts and that users should simply enter their join code. Below this, there are two large buttons: "Sign up with Google" (blue) and "Sign up with Microsoft" (orange). These buttons are enclosed in a red rectangular box. A red arrow originates from the text "school/professional email" in the heading above and points directly to the "Sign up with Microsoft" button. At the bottom of the sign-up box, there is a link for users who already have an account.

Flipgrid - Sign Up

auth.flipgrid.com/signup


Guest


Enter a Join Code Blog Help Center Resources

Looking to join your discussion? [Enter a Join Code!](#)

Educator Sign Up

Students and participants do not need accounts.
Simply [enter your Join Code!](#)

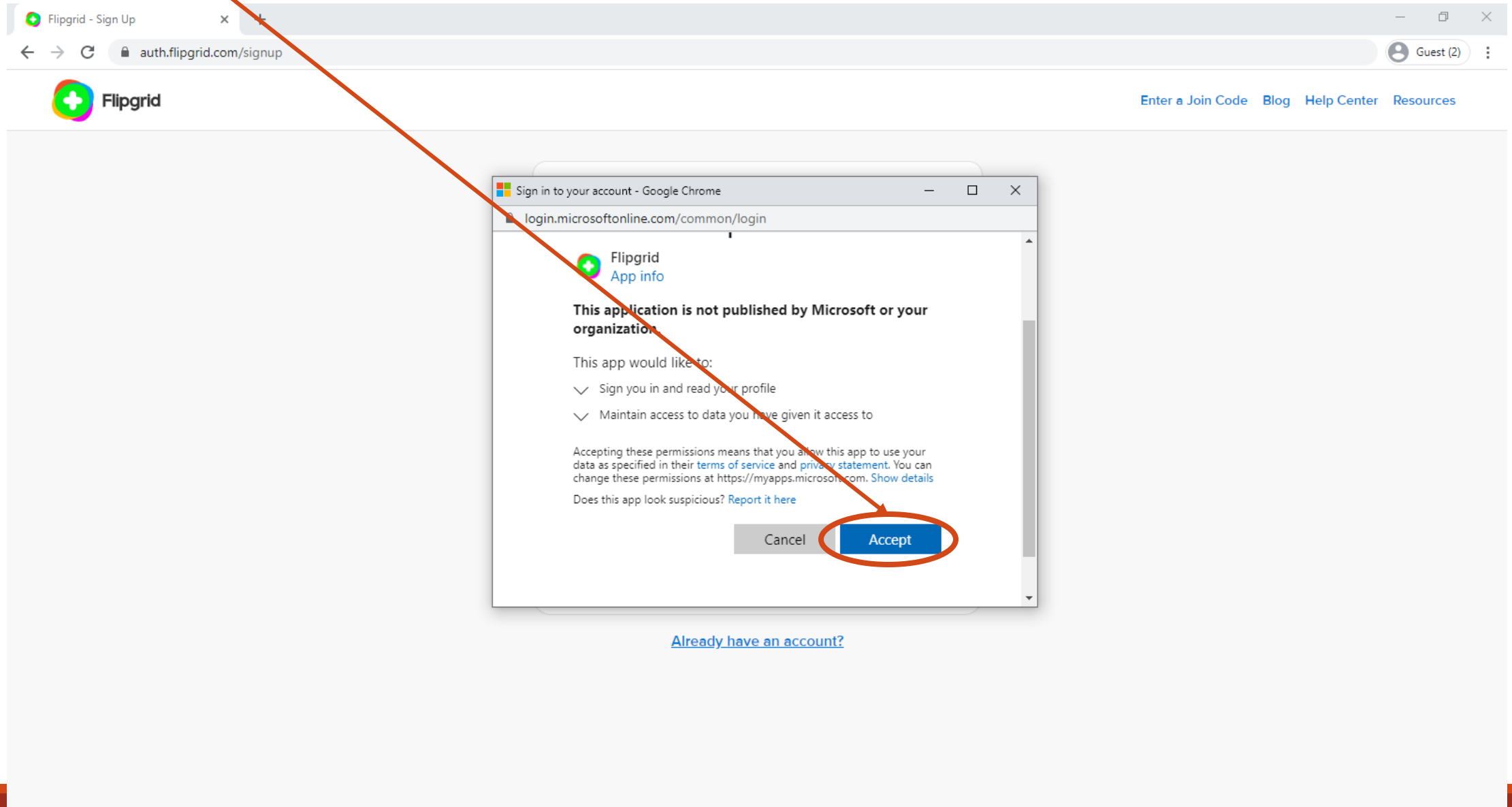
 Sign up with Google

 Sign up with Microsoft

By continuing, I agree to Flipgrid's [Terms of Use](#) and [Privacy Policy](#).

[Already have an account?](#)

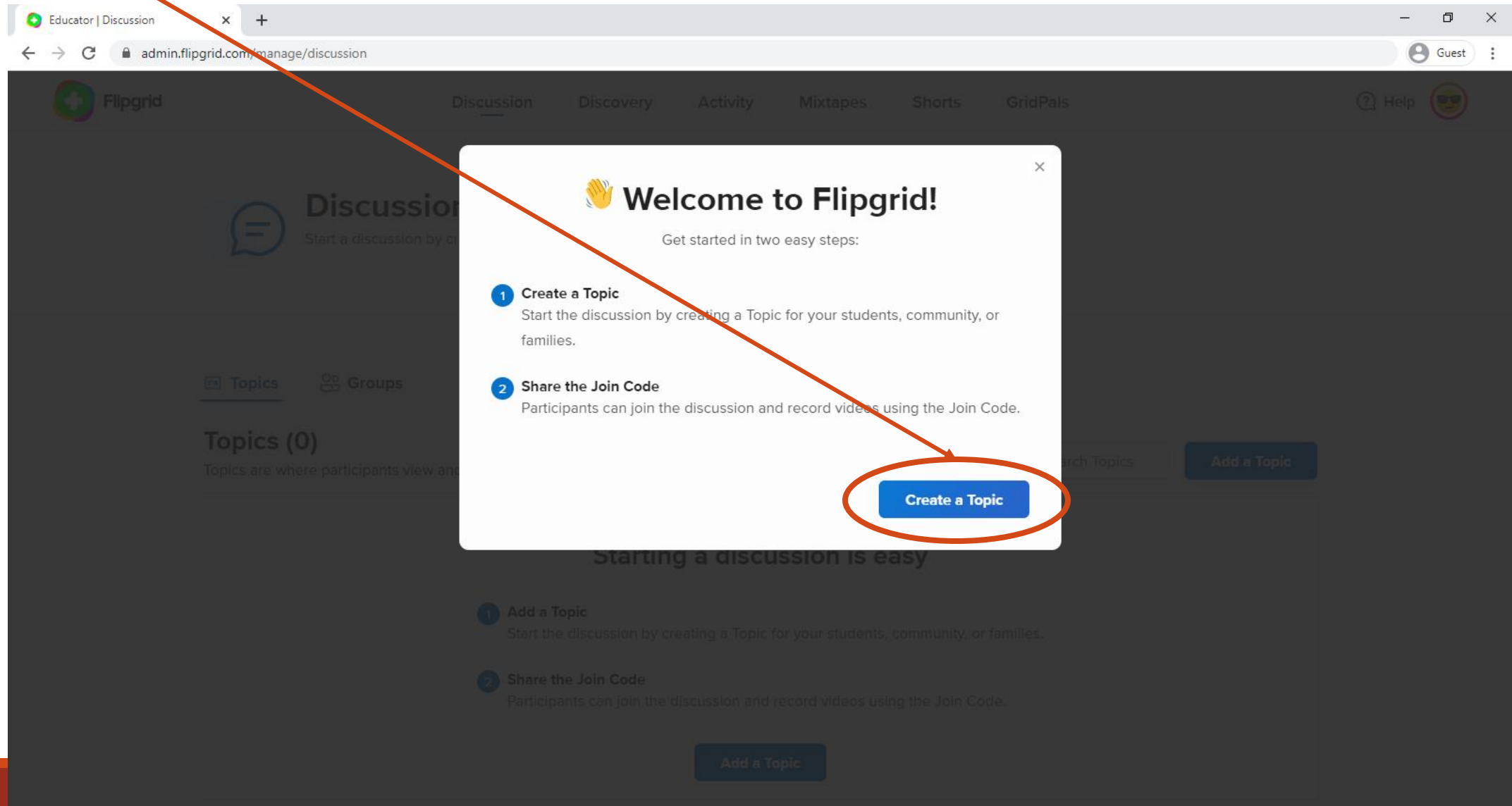
4. Click “Accept.”



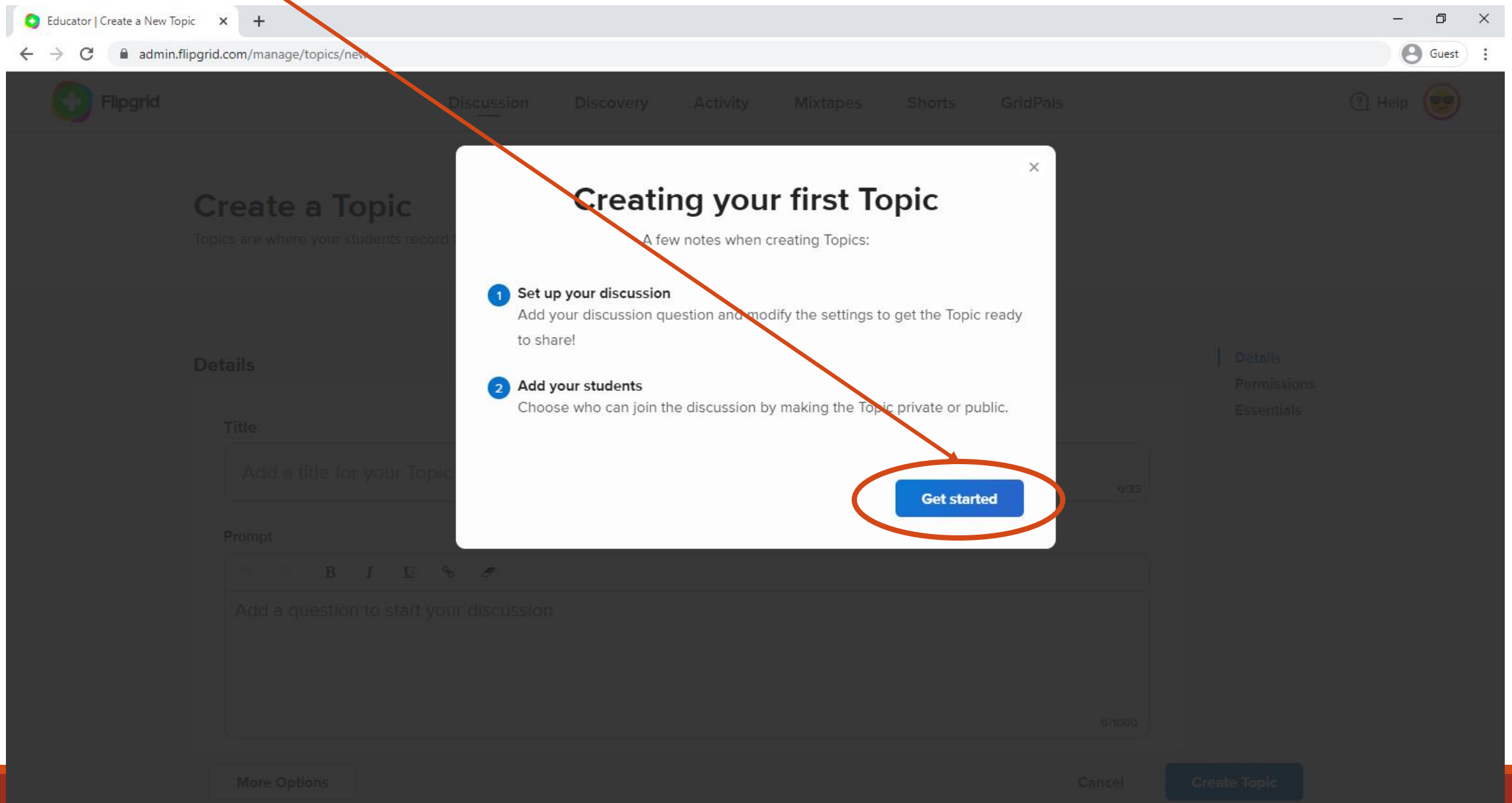
5. Fill out the following information and click “Let’s Go!”

The screenshot shows a web browser window with the address bar displaying "auth.flipgrid.com/educator/profile". The page header includes the Flipgrid logo and a "Guest" user indicator. The main content area is a white card with the heading "Hi, Educator! 🙌" and the subtext "Tell us a little about yourself." Below this, there are four input fields, each with a red arrow pointing to it from the left: "First Name", "Last Name", "Country/Region", and "Grade/Age of your learner community". Below these is a "Date of Birth" section with a question mark icon, containing three dropdown menus for "Month", "Day", and "Year", each also with a red arrow pointing to it. At the bottom of the card, there is a blue button labeled "Let's Go!" which is circled in red. Below the button, there is a line of text: "See Flipgrid's [best practices](#) and make sure to collect [consent forms](#) from students as needed."

6. Once you are logged in, you should see the following page. Click “Create a Topic.”



7. Click “Get Started.”



The screenshot shows the Flipgrid 'Create a Topic' page. A modal window titled 'Creating your first Topic' is centered on the screen. The modal contains the following text:

Creating your first Topic


A few notes when creating Topics:

- 1 Set up your discussion**
Add your discussion question and modify the settings to get the Topic ready to share!
- 2 Add your students**
Choose who can join the discussion by making the Topic private or public.


At the bottom of the modal is a blue button labeled 'Get started'. An orange arrow points from the text '7. Click “Get Started.”’ to this button. The background page is dimmed and shows the 'Create a Topic' form with fields for 'Title' and 'Prompt', and a 'Create Topic' button at the bottom right.





8. Fill in the details – a title and a prompt for your topic/discussion board. If you wish, you may separate your discussion boards by Mars Rover Celebration category (ex. “Freeform Rover”) or by team. You may also add media to this prompt (a video description, instructional handout, etc.).

Details


Title 

MRC - Freeform Rover20/35


Prompt 

**B***I*U


Please upload your Mars Rover Celebration - Freeform Rover presentations here.78/1000

Media 


Add a media resource to engage your students.




Record a Video




Upload a Video




Add a Video




Upload an image




Add a Giphy




Add an Emoji




Microsoft




Google




Kahoot!




Wakelet




Nearpod




Newsela



Adobe Spark



Wonderopolis



Bunce

9. Scroll down to “Permissions” and “Essentials.” Your students may join your platform through their school emails, usernames, or with a guest code.

Permissions

☒ Private

☐ Public

☒ Student Email

Students join using their Microsoft or Google school email.

☐ Student Username

Students join with a username.

Add or edit allowed emails

Use our example [template](#) to [upload a CSV file](#) or add the domains/email addresses your participants will use to access this Topic. [Learn more.](#)

e.g. @school.edu, student@school.edu

Guest password (Optional)

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

Enter a Password

Min 8 characters and contain 2 of the following:

☐ Uppercase ☐ Lowercase ☐ Number ☐ Symbol


☒

10. In the “Essentials” section, we highly recommend you select “Topic Moderation.” Please set the “Recording Time” to the official Mars Rover Celebration maximum of 5 minutes.

Essentials

Topic Moderation

New videos and comments will be hidden from students until you activate them. Previously submitted content will remain active.
[Learn more about moderation.](#)



Comments

Students can respond to other students using video and text comments.

Video and Text Comments

Recording Time

5 minutes

Closed Captions

English (United States)

11. Set the “Comments” to “None.” Click “Save changes to my default settings” and then “Create Topic.”

Essentials

Topic Moderation

New videos and comments will be hidden from students until you activate them. Previously submitted content will remain active.
[Learn more about moderation.](#)

Comments

Students can respond to other students using video and text comments.

None

Recording Time

5 minutes

Closed Captions

English (United States)

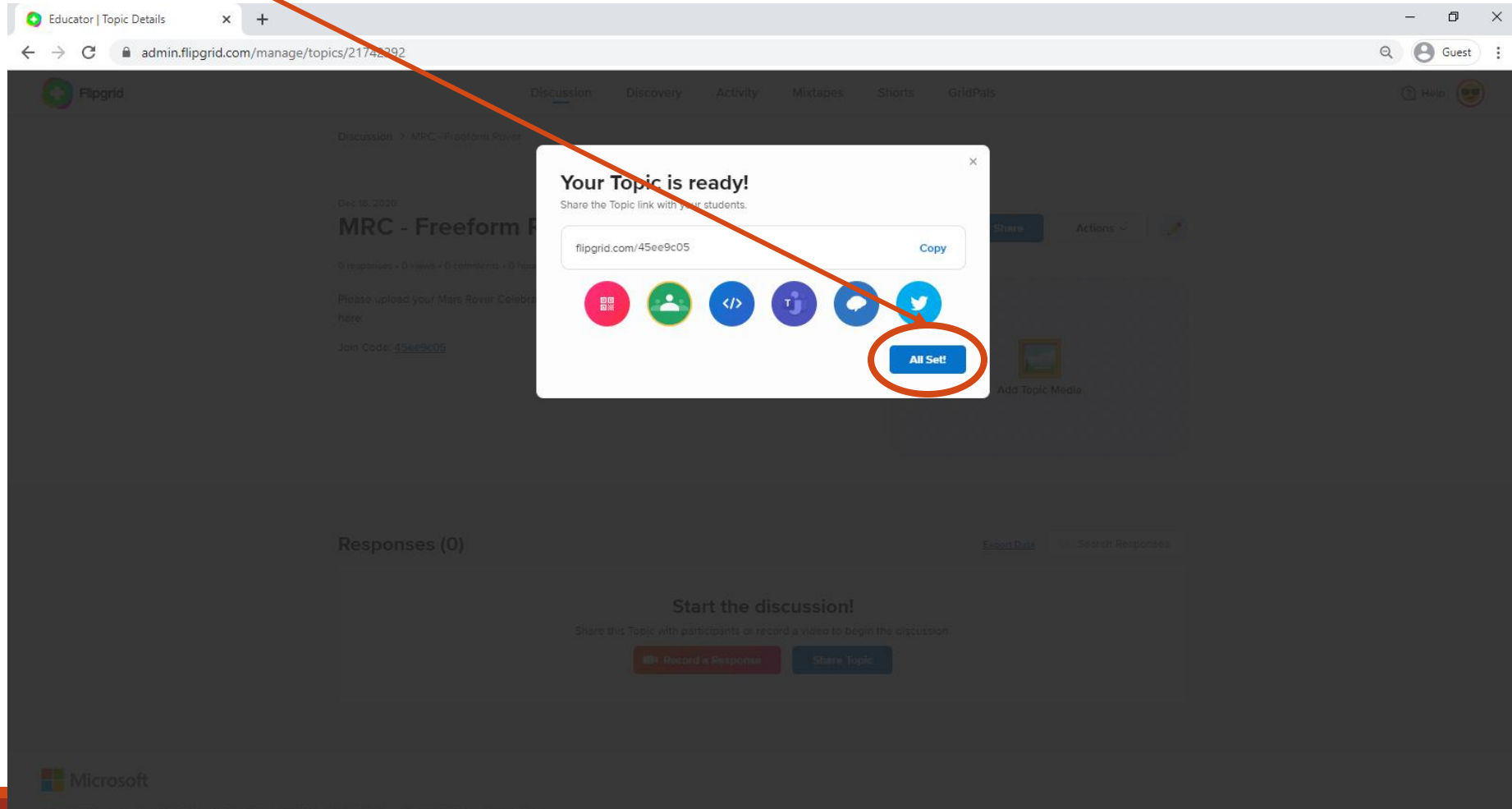
More Options

☒ Save changes to my default settings

Cancel

Create Topic

12. In addition to the code, share your topic board link with your students. Click “All set!”



12. This is what your discussion board homepage will look like. Please take a moment to familiarize yourself with this page.

The screenshot shows a web browser window with the address bar displaying `admin.flipgrid.com/manage/topics/21742292`. The page header includes the Flipgrid logo, navigation tabs (Discussion, Discovery, Activity, Mixtapes, Shorts, GridPals), and a user profile icon labeled 'Guest'. The main content area is titled 'Discussion > MRC - Freeform Rover' and shows a topic created on 'Dec 18, 2020'. The topic title is 'MRC - Freeform Rover' with two icons. Below the title, it states '0 responses • 0 views • 0 comments • 0 hours of engagement'. A prompt asks users to 'Please upload your Mars Rover Celebration - Freeform Rover presentations here.' and provides a 'Join Code: 45ee9c05'. A 'Share' button and an 'Actions' dropdown menu are visible. A large dashed box contains a placeholder image and the text 'Add Topic Media'. The 'Responses (0)' section features a search bar, an 'Export Data' link, and a 'Start the discussion!' prompt. The prompt includes the text 'Share this Topic with participants or record a video to begin the discussion.' and two buttons: 'Record a Response' and 'Share Topic'. The footer displays the Microsoft logo and a list of links: 'iOS', 'Android', 'Legal', 'Help Center', 'About', 'Blog', and '@Flipgrid'. A small note at the bottom right states 'Made with love by your Flipgrid friends in Microsoft 2020'.

Educator | Topic Details

admin.flipgrid.com/manage/topics/21742292

Flipgrid

Discussion Discovery Activity Mixtapes Shorts GridPals

Help

Discussion > MRC - Freeform Rover

Dec 18, 2020

MRC - Freeform Rover

0 responses • 0 views • 0 comments • 0 hours of engagement

Please upload your Mars Rover Celebration - Freeform Rover presentations here.

Join Code: [45ee9c05](#)

Share Actions

Add Topic Media

Responses (0)

Export Data Search Responses

Start the discussion!

Share this Topic with participants or record a video to begin the discussion.

Record a Response Share Topic

Microsoft

iOS Android Legal Help Center About Blog @Flipgrid Made with love by your Flipgrid friends in Microsoft 2020

13. Click “Discussion” towards the top left of the discussion board page.

The screenshot shows the Flipgrid interface for a topic titled "MRC - Freeform Rover". The browser address bar shows the URL `admin.flipgrid.com/manage/topics/21742292`. The top navigation bar includes links for Discussion, Discovery, Activity, Mixtapes, Shorts, and GridPals. The "Discussion" link is circled in red, with a red arrow pointing to it from the instruction text above. Below the navigation bar, the topic title "MRC - Freeform Rover" is displayed along with a date of "Dec 18, 2020". A prompt asks users to "Please upload your Mars Rover Celebration - Freeform Rover presentations here." and provides a "Join Code: 45ee9c05". A large dashed box labeled "Add Topic Media" is visible. At the bottom, a "Responses (0)" section contains a "Start the discussion!" prompt and two buttons: "Record a Response" and "Share Topic". The Microsoft logo and footer information are at the very bottom.

13. Select “Add a Topic” and add the other Mars Rover Celebration categories or teams.

The screenshot shows the Flipgrid admin interface. At the top, there's a navigation bar with the Flipgrid logo and links for Discussion, Discovery, Activity, Mixtapes, Shorts, and GridPals. Below this, the 'Discussion' section is highlighted, with a sub-header 'Start a discussion by creating a Topic. Organize your Topics using Groups.' The main content area shows a 'Topics (1)' section with a search bar and a table of topics. The 'Add a Topic' button is circled in red, and an orange arrow points from the text '13. Select “Add a Topic”' to it. The table lists one topic: 'MRC - Freeform Rover' with 0 Responses. The footer includes the Microsoft logo and links for iOS, Android, Legal, Help Center, About, Blog, and @Flipgrid.

Administrator | Discussion

admin.flipgrid.com/manage/discussion

Discussion Discovery Activity Mixtapes Shorts GridPals

Discussion

Start a discussion by creating a Topic. Organize your Topics using Groups.

Topics Groups

Topics (1)

Topics are where participants view and record their videos.

Search Topics

Add a Topic

Title	Group	Latest Activity	
MRC - Freeform Rover 0 Responses	-	-	Active Share Actions

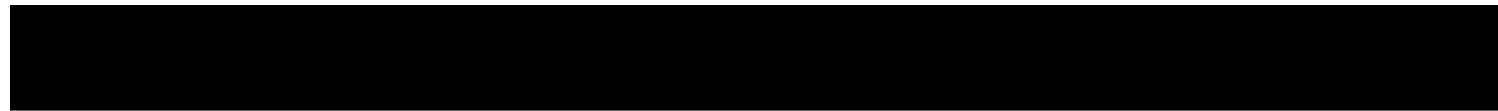
Microsoft

iOS Android | Legal Help Center About Blog @Flipgrid Made with love by your Flipgrid friends. © Microsoft 2020

For a demonstration of steps 1-13, please view the following video.



14. Your students may now upload their individual portions of their presentations. You will need to coordinate with your students to compile their portions on FlipGrid's "Mixtapes" feature. To compile your students' work, follow the instructions in the video below.



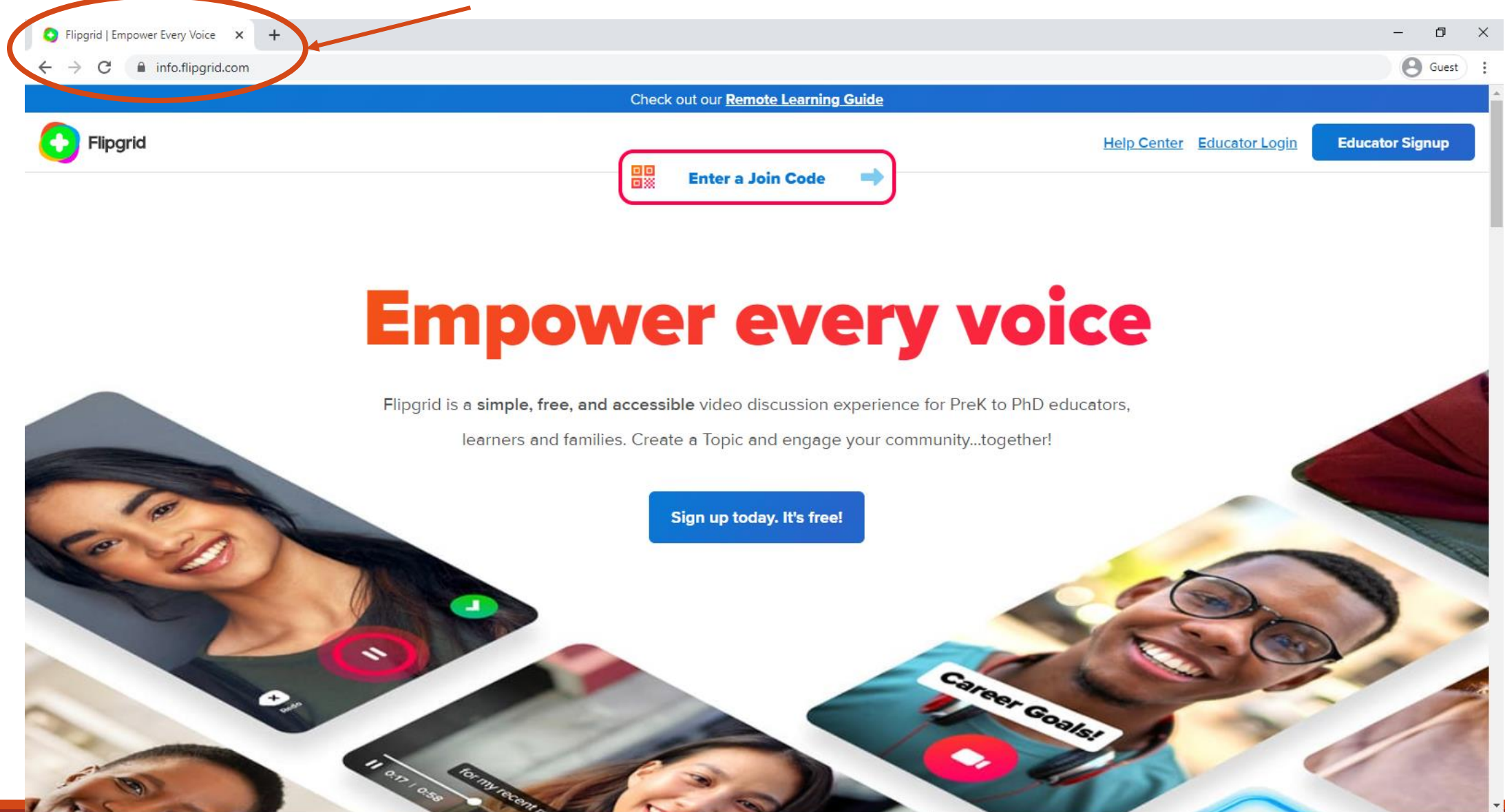


Creating a FlipGrid – A Guide For Students

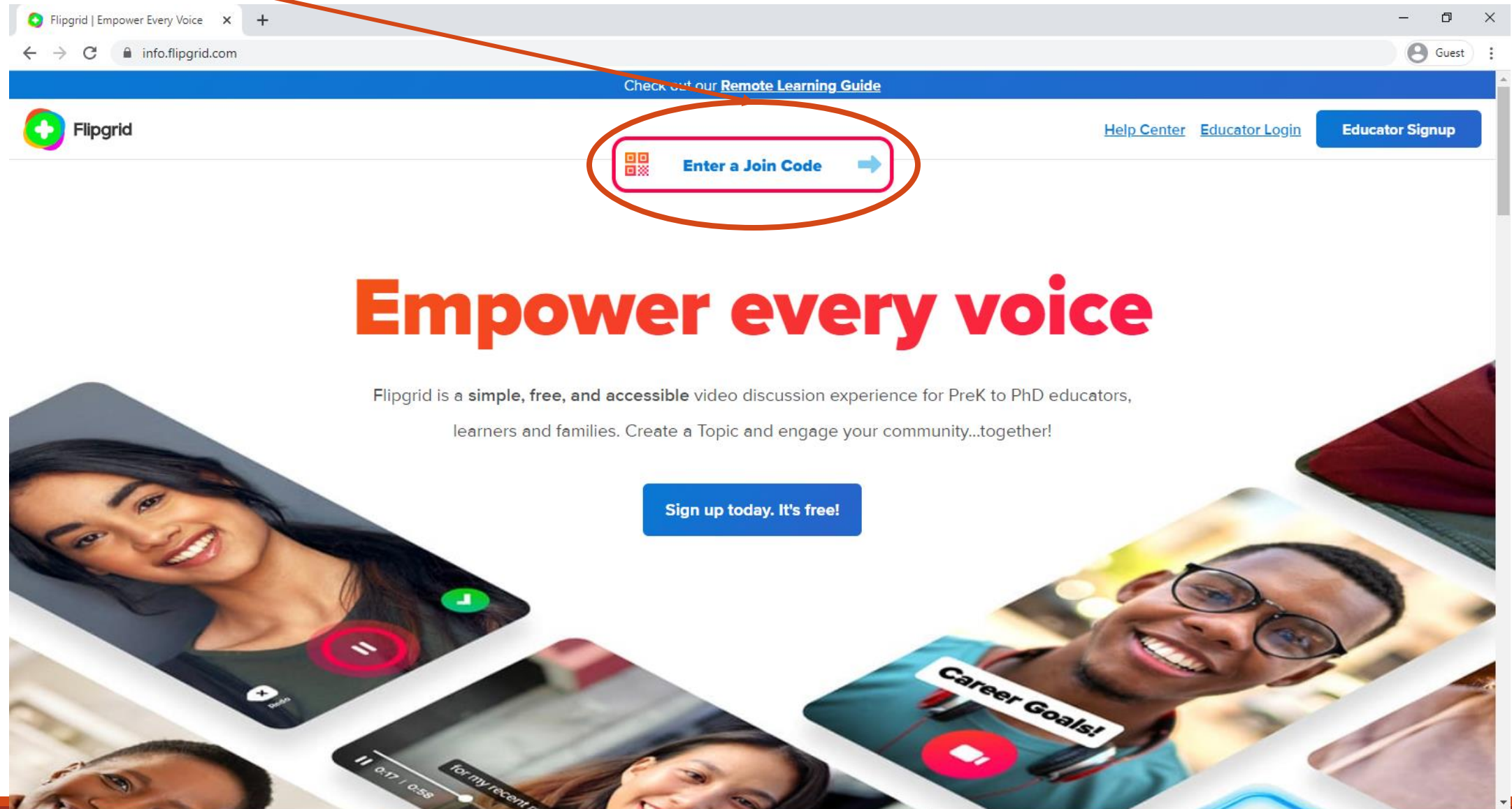
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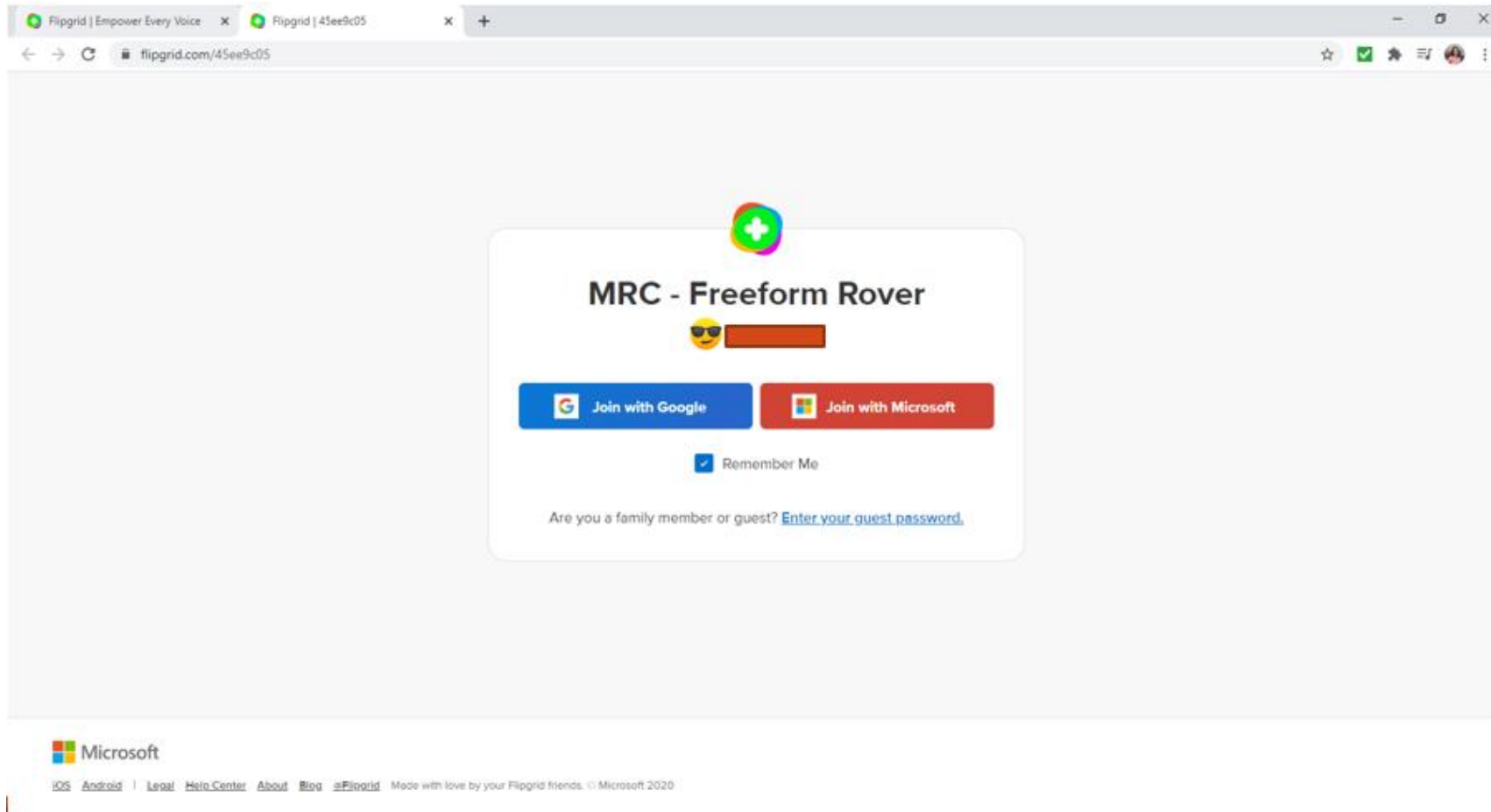
1. To start, please visit <https://info.flipgrid.com/>.



2. Enter the Join Code you have received from your teacher.



3. A new tab will open. Depending on your teacher's preference, join with your email, username, or code.



4. Click “Record a Response” to record and upload your portion of your group presentation. Your teacher will compile your group’s individual responses into one video.

The screenshot shows a web browser window with two tabs. The active tab is titled 'Flipgrid | 45ee9c05' and the address bar shows 'flipgrid.com/45ee9c05'. The Flipgrid logo is in the top left. In the top right, there are links for 'Code 45ee9c05', a red 'Record a Response' button, and the user name 'Smiti Gandhi'. The main heading is 'MRC - Freeform Rover' with a speaker icon. Below it, a message says 'Please upload your Mars Rover Celebration - Freeform Rover presentations here.' A large orange 'Record a Response' button is centered. Below this, it says '0 Responses' and '0 views · 0.0 hours of engagement'. A search bar is on the right. At the bottom, there are four cards: a large pink circle with a white video camera icon labeled 'Record a Response Moderated', a grey card with the text 'Record a Response to share your voice!', and two cards with cartoon avatars of a woman with glasses and a man with curly hair.

Flipgrid | Empower Every Voice x Flipgrid | 45ee9c05 x +

← → ↻ 🔒 flipgrid.com/45ee9c05 ☆ ✔ ⚙️ ☰ 👤 ⋮

Flipgrid Code 45ee9c05 Record a Response Smiti Gandhi ▾

MRC - Freeform Rover 🗣️


Please upload your Mars Rover Celebration - Freeform Rover presentations here.

Record a Response

0 Responses


0 views · 0.0 hours of engagement


🔍 Search




Record a Response
Moderated

Record a Response to
share your voice!







For a demonstration of steps 1-4, please watch the following video.



For more information on recording a video on FlipGrid, please view the video below.



Contact Us!

If you have any questions or concerns about FlipGrid, FlipGrid Mixtapes, or Mars Rover Celebration 2021, please feel free to contact us.

- Email: stem@central.uh.edu
- Phone: 713-743-8282

We're looking forward to seeing all the wonderful mixtapes you create!

