Safari Montage

Logging into Safari Montage

- 1. Open an Internet browser.
- 2. Type in the URL: **safari.tntech.edu** (no need for http:// or www).
- 3. Log in with your TTU username and password.

Helpful hint:

If you click on the **Tutorial** button, it'll play a short "how-to" video.



SAFARI Montage Media Player Detection

After successfully logging in, the SAFARI Montage server detects the presence of the SAFARI Montage Media Player. If no media player is found or an update to an existing media player is available, the user will be alerted by the following screen.



To install or update the SAFARI Montage Media Player, do the following:

- 1. Click the **Download** link.
- 2. When prompted, click **Run** to start the download.
- 3. After download is complete, click **Run** to begin the installation and follow the on-screen instructions.
- 4. After installation is complete, re-launch your browser.

The user may choose to bypass the download and installation of the media player by clicking the **Remind me later. Continue on to SAFARI Montage . . .** link.

If you skip the installation on the SAFARI Montage Media Player, please note that some media files inside the system may not play correctly. It is recommended that the user installs the SAFARI Montage Media Player for optimal performance.

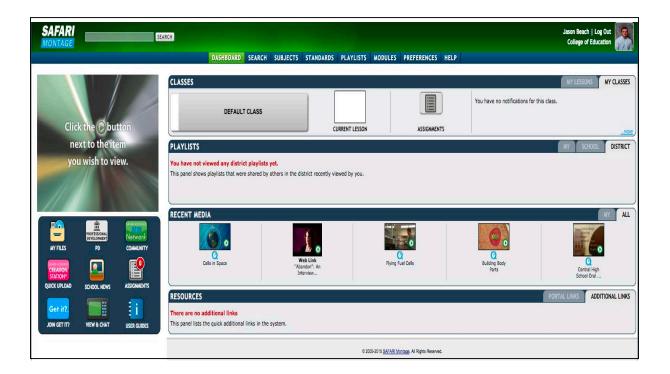
Navigating the Program

The links to navigate the program are found across the top of the first screen.



DASHBOARD

The Dashboard button brings up the Dashboard page. From here, you can view videos, as well as see a list of recent playlists, your media, streaming content and received content.



SEARCH

Click the **Search** button to open the Search page. Here, you can perform more refined searches than you can in the Quick Search box.

SUBJECTS

Click the **Subjects** button to open the Browse by Subject page.

STANDARDS

Click the **Standards** button to access the State Curriculum Standards page.

PLAYLISTS

Click the **Playlists** button to locate any playlists that you've created. You can also access Shared Playlists which are playlists created by others in our SAFARI Montage network.

MODULES

Click the **Modules** button to locate any add-on products that are available. If none are available, the message **You do not have access to any add-ons or there are none installed** will be displayed.

PREFERENCES

Click the **Preferences** button to locate user preferences and information.

HELP

Click the **Help** button to locate help information on SAFARI Montage operation.

Quick Launch

The Quick Launch section displays icons for items that may be commonly used in SAFARI Montage. These tasks would include viewing school news, uploading content via Creation Station™ or accessing an active whiteboard.



Searching the Program

Search by Keyword:

- 1. Press Search in the top menu bar.
- 2. Type in a word or phrase for your topic.
- 3. If you only want a particular type of media, unclick the **Media Types** you do not need.
- 4. Your search can also be restricted to particular **publishers, copyright** or **grade levels** using the dropdown textboxes.

The search results will be separated by the following tabs:

Videos These are the videos within the Safari Montage library.

Images These images may be from the *Safari Montage library* or *uploaded by the teacher*.

Audio These sound files are from the original *Safari Montage library* and *uploaded audio files*.

Interactive Materials from the *Safari Montage library* or *uploaded by the teacher*.

Documents Materials *uploaded by the teacher* using word processing, drawing, presentation, or other forms of programs not already included in the tabs.

Web Materials uploaded by the teacher.

eBooks Materials uploaded by the teacher.

Helpful search hints:

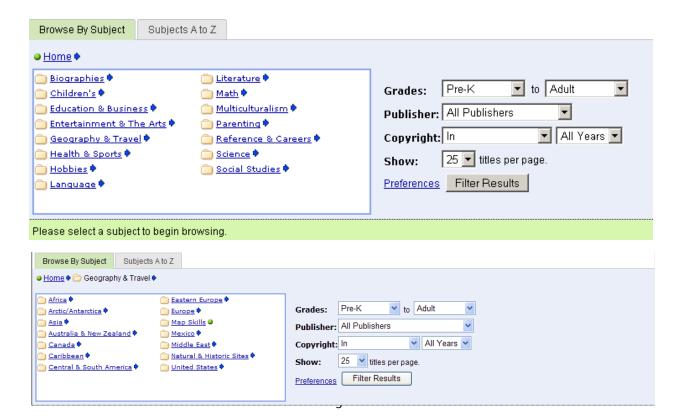
- Keyword searches are not case-sensitive. Capitalization does not matter. Searching for japanese school is the same as searching for Japanese School.
- A space between keywords is equivalent to the word and. For example, entering the phrase japanese school is like saying, "Show me all the videos that contain the words japanese and school (but not necessarily next to each other)."
- To search for an exact phrase, enclose the phrase in quotation marks. For example, entering the phrase "japanese school" will display videos that contain the phrase japanese school exactly as it appears between the quotes.
- The above methods can be combined to help refine your results. For example, a phrase search
 can be combined with a keyword search by entering "japanese school" secondary. This would
 display all titles that contain the phrase Japanese school and the keyword secondary.





Search by Subject:

- 1. Click on the **Subjects** button in the top menu bar.
- 2. Browse through the subject lists for an appropriate file. Click on the subject you want to investigate further.
- 3. Modify your search by using the drop-down textboxes at the right side of the materials lists.



You have found it, now what?

Always preview the material you are intending to use for your lesson. Some parts of any video may not be needed for the topic or concept. Click on the title of the video to expand the description of that video. Each video is divided according to key concepts.



Use the down arrow icon (a) expand the chapters for a brief description of each chapter including the duration of each segment. To view only the appropriate segments of the video, press on the play icon (b) each portion. The add to playlist icon (d) will be explained under Creating Playlist in this handout.

Creating a Playlist

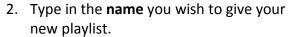
The Playlist screen can be broken down into three sections: **Folders**, **Search** and **Creation** and **Playlists**.

Helpful hints:

- Playlists can be built to support a lesson or they can serve independently as a mini lesson.
- A Playlist is simply a list of content titles or segments that have a related curriculum theme or objective.
- Playlists may contain content titles, specific chapters within media titles, key concepts within chapters, as well as personal bookmarked segments and notes.
- Playlist items may be sorted in any order you choose.
- Playlists can be organized in a familiar folders atmosphere.
- Playlists can be easily moved from one folder to another by dragging and dropping.
- Playlists can be searched based keyword and grade range.

To add a video to your playlist

1. While viewing the search results, click on the property button in the top menu bar.



- 3. Put a **brief description** of the playlist in the Comments textbox. This will assist locating the playlist in a search as well as describe the content.
- 4. If you want to share your playlist, you'll need to click on the drop-down menu to confirm.
- 5. Click on the Add to New button.
- 6. Repeat steps 1-5 to add more materials to your playlist.



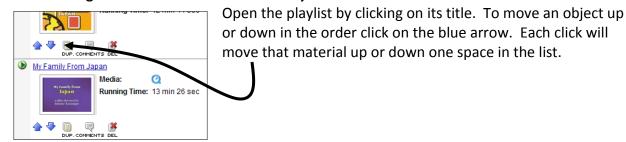
Helpful hint:

To add individual chapters to your playlist, click on the icon to the right of the chapter you select. Material will be added to your playlist in the order you select them. This can be rearranged later if desired.

To add other materials to a playlist

To add images from Safari Montage library, follow the same steps as with video. Click the add button when you locate an image you wish to include in the playlist. Materials uploaded through Creation Station may also be added to the playlist in the same way.

To Rearrange the Order of Material in a Playlist



An example of a Playlist

