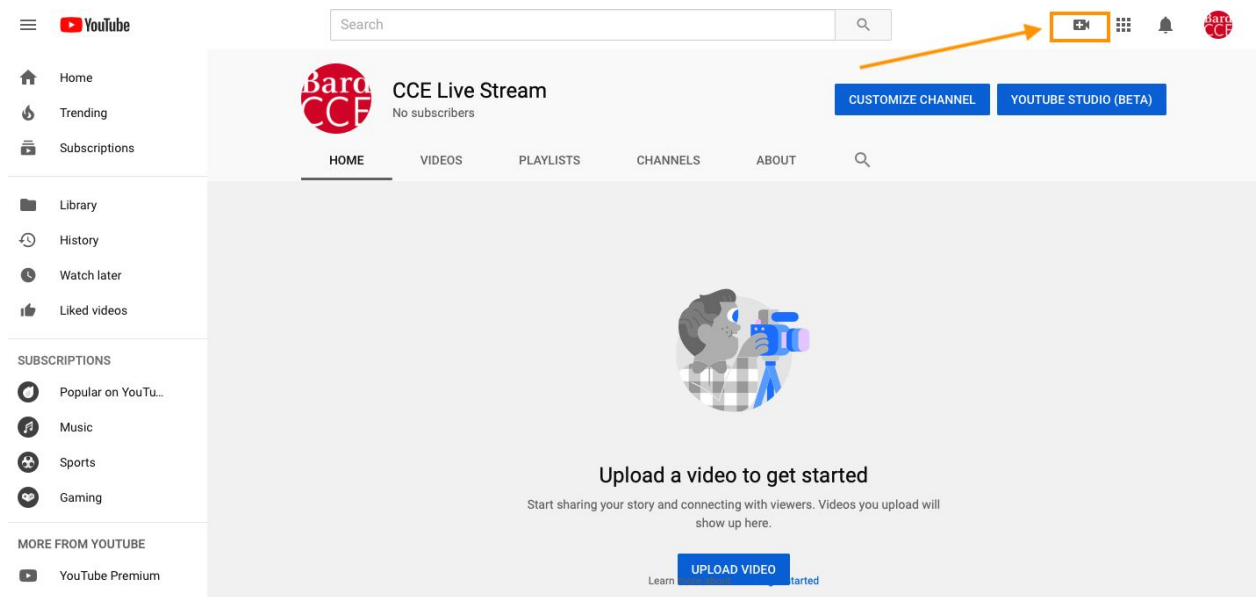


YouTube Livestream Instructions

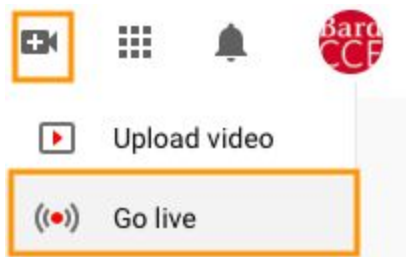
Setting up a Scheduled Livestream

Go to <https://www.youtube.com/account> and look in the upper right corner to **sign in**. Be sure you are signed in with your college/ institutional Google account (not a personal Google account). **Before you can begin livestreaming with YouTube, you will need to have your college account verified by Google. This takes 24 hours: [Verify your account](#).**

1. Click on the **video camera icon** in the upper right to create a scheduled livestream.



2. Select **GO LIVE** from this drop-down menu.



3. **In the new window, enter a TITLE** for the livestreamed lecture (ex.: *Bard Network Keynote by New Orleans Mayor LaToya Cantrell, 5 November 2019*)
4. Change visibility from PUBLIC to **UNLISTED**.
5. Add a livestream **Description** (this will be visible to viewers of the livestream).

6. Select **EDUCATION** as the Category.
7. Click the **toggle button** to select **Schedule for Later**, then enter the **Date** and **Start Time** of the livestream.
8. Click on **MORE OPTIONS:**
 - a. Select your **computer's video input**,
 - b. Select your **computer's microphone input**,
 - c. **NOTE:** when the livestream starts, it will expect to use these same input selections - so you must set the livestream event up on the same computer that you plan to use the day of the livestream. Otherwise you'll start the livestream and you won't have audio or video...then, you will need to create a new livestream event and re-distribute the link to the network partners at the 11th hour. That's not fun.
9. Click **ADVANCED SETTINGS** (gear icon), ensure **ALLOW CHAT** toggle is enabled.
10. Finally, click the **SHARE button**, copy/share livestream URL your intended viewers.

To start Livestreaming your event

1. Go to <https://studio.youtube.com/>
2. Click on **Video Camera icon** (in the upper right corner),
3. Click on the **GO LIVE** link,
4. Click the **MANAGE** tab.
5. Click on the title of the livestream event you wish to initiate.
6. Click the **GO LIVE (blue)** button.

To manage a Livestream after your event

1. Go to <https://studio.youtube.com/>
2. Click on **VIDEOS** (below Dashboard in the menu on the left side of page).
3. Click on the **LIVE** tab.
4. Here you can **manage/edit your listing** for the captured live-streamed event.

Support Links

Managing Live Chat/Adding Approved Moderators:

<https://support.google.com/youtube/answer/2524549?hl=en-GB>

Creating a Live Stream Via a Webcam:

https://support.google.com/youtube/answer/9228389?hl=en-GB&ref_topic=9257984