Tutorial 3A

REMOTE COLLABORATION
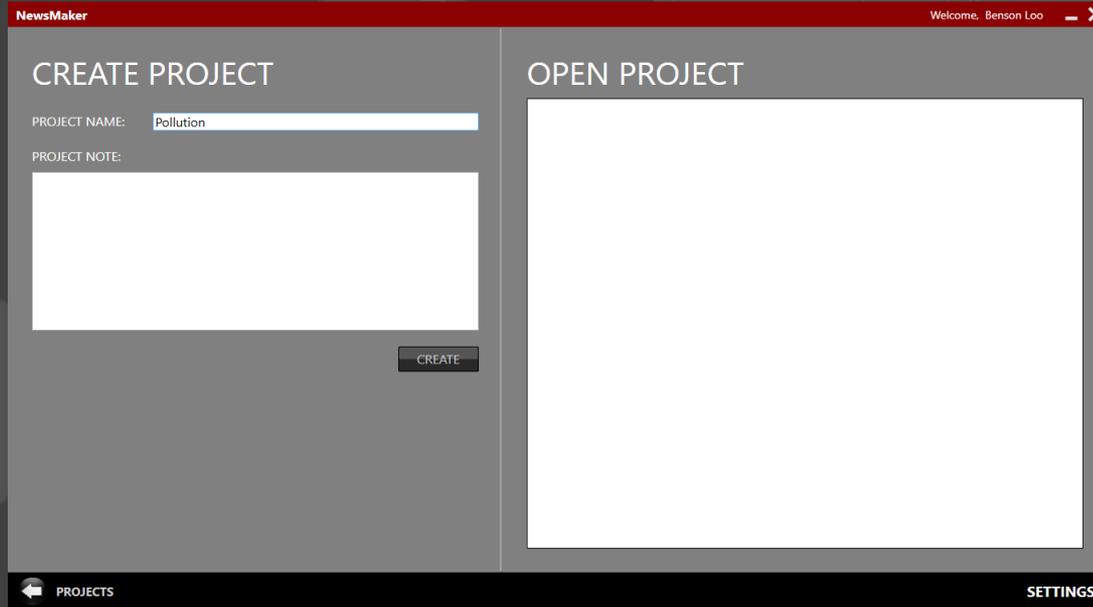## NewsMaker 2015 for Windows

REMOTE COLLABORATION

Users can collaborate with one another, regardless of physical location, to produce a NewsMaker video together.

HOW TO COLLABORATE REMOTELY

**1** **Need to understand the role of a project leader.**

A project leader is the one who creates the project.

The project leader will have full control over the entire project. For example, to create and assign segments to group members, delete any existing segments, publish the video and upload the published video to Portfolio.

HOW TO COLLABORATE REMOTELY

2 **Project Leader to assign segments to Group Members.**
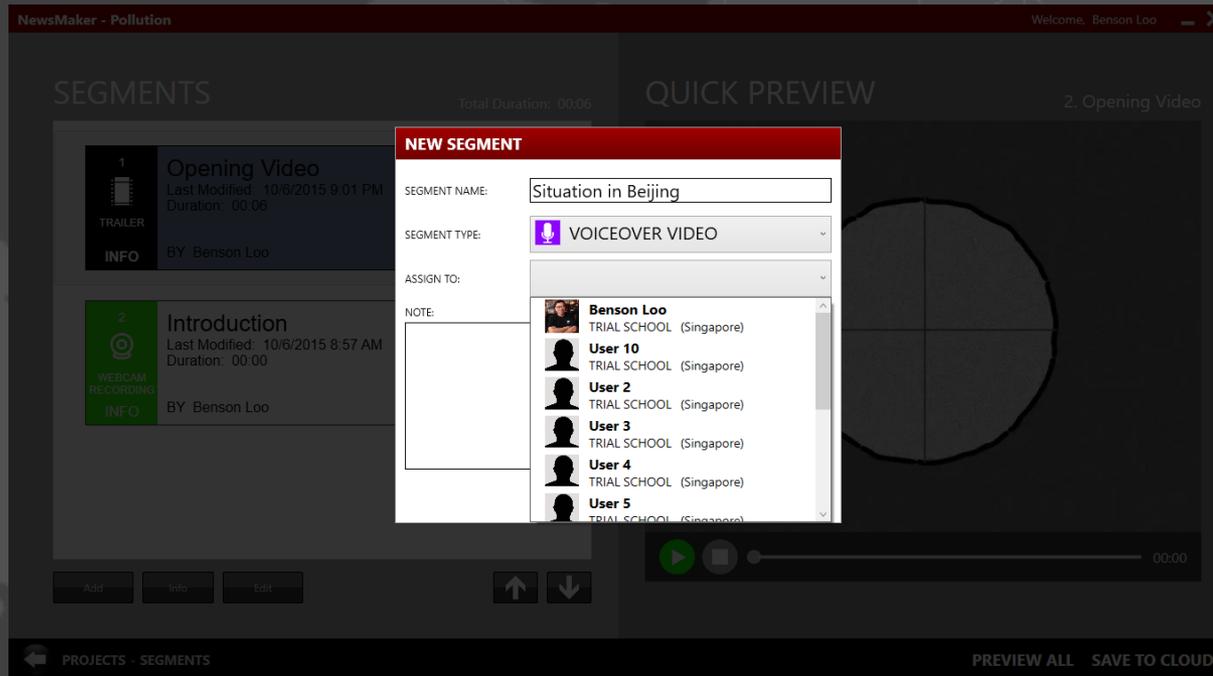
1. Create a segment.

2. Assign to a group member.

3. Wait for Group Member to complete the segment.

HOW TO COLLABORATE REMOTELY

3 | **Group Member receives assignment**.
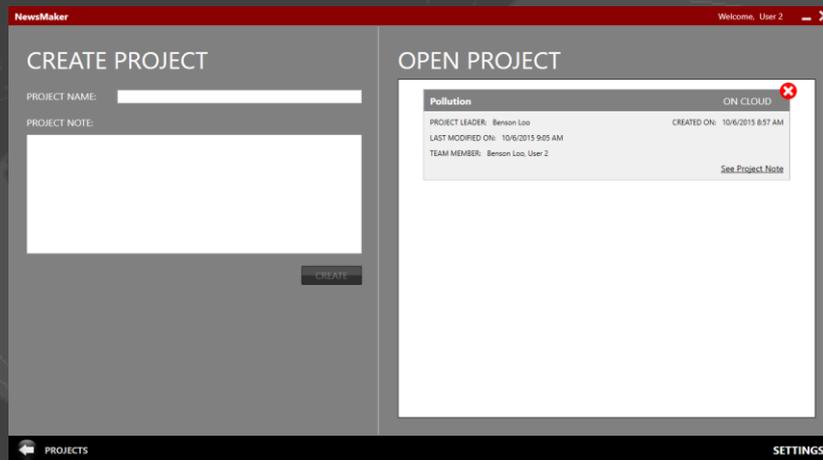
1. The project that the group leader creates will show up on a **MAROON** Project Panel, indicating that it is an assigned project.

2. Inside the project, the unlocked segments are the assigned segments.

HOW TO COLLABORATE REMOTELY

4 **Group Member works on the assignment**.
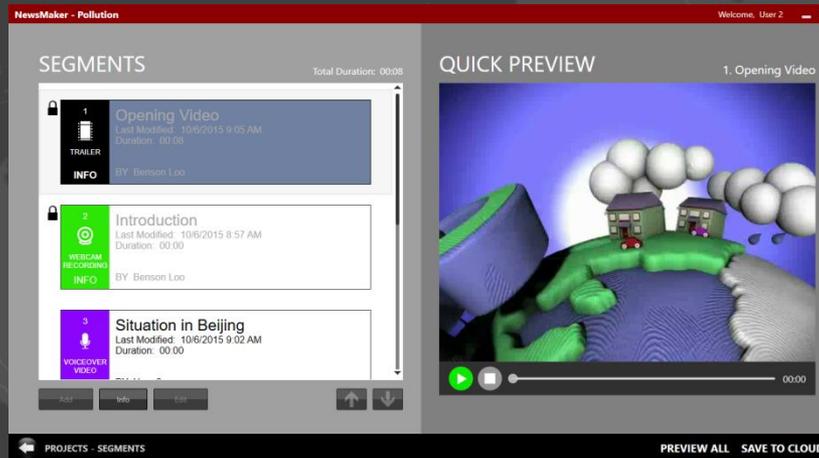
Before the group member works on the assignment, he/she needs to look at the note that the group leader has written. This can be accessed by clicking on the **INFO Button** on the Segment Panel.

HOW TO COLLABORATE REMOTELY
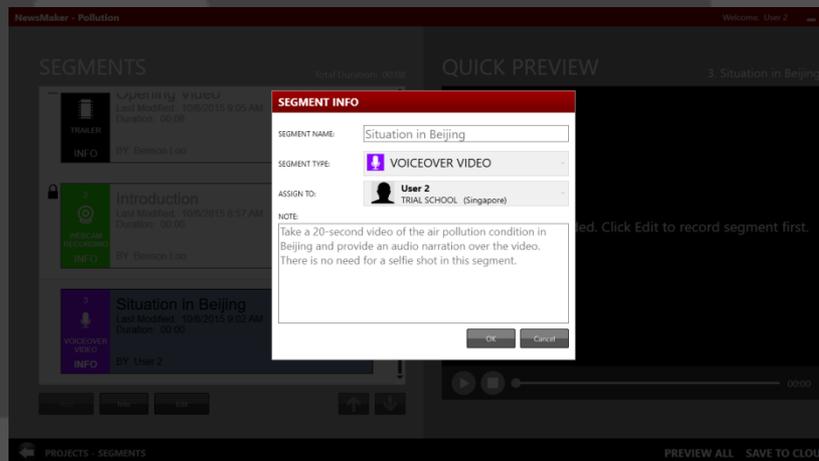
5 **Group Member submits the assignment**.

When the group member has completed the assignment, he/she can then click on "**SAVE TO CLOUD**" button and once the completed segments are successfully saved, all group members will receive the segments in the project.
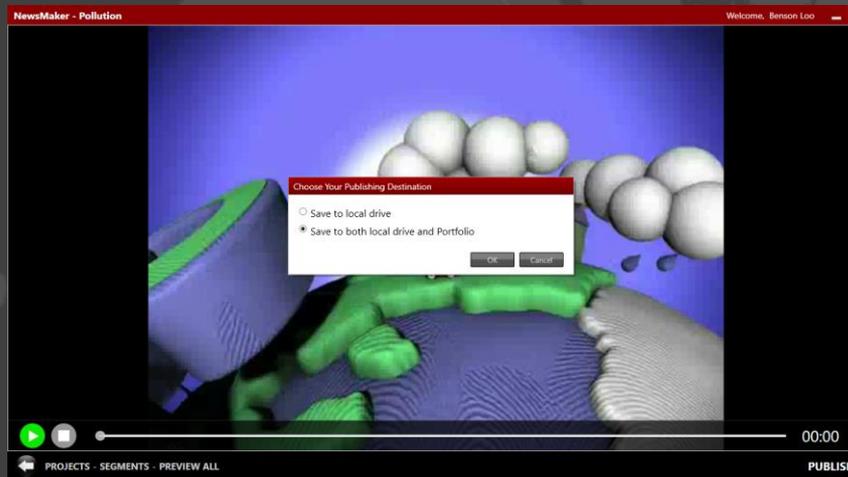
Note:
The group member can always choose to "**Save to Cloud**" the segments while work is still in progress, and each time a save is committed, all group members will receive the saved segments.

HOW TO COLLABORATE REMOTELY

6 **Group Leader publishes and uploads the video**.

When all the segments are completed, the group leader can then publish and upload the complete video to Portfolio.

Note:
a) All group members will be able to see the published video in their respective Portfolio account.

b) ONLY the project leader has the privilege to publish and upload the video. However, all group members are able to preview the entire project in the NewsMaker software anytime.

CONGRATULATIONS!

You are now ready to create your first collaborative NewsMaker project.

For more information, please visit:
www.NewsMaker.TV