For Users of Canvas as their primary LMS

1. Import the pre-built "quiz" into your Canvas course as described below.

2. Collect responses to the quiz via Canvas.

3. Review the responses to verify all class members completed the form.

4. Identify any students who did not agree to the release and make an appropriate accommodation.

Importing the pre-built Canvas quiz

To access and import the approved video release form for recording your Zoom class meetings for those using Canvas as their course LMS, follow the subsequent steps:

A. Log into Canvas (byu.instructure.com) and then go to the Commons area.



B. In the Commons area, search for Marriott School Class Recording Release Form. You should get the following results...



C. Click the name of the quiz (that will open the quiz details). From there, you can click the Import/Download button to import it into your Canvas course.

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1. Consent to Release Student Information Relating to Classroom Recordings I understand that class sessions and projects may be audio and/or video recorded. I have no objection to Brigham Young University using my voice or likeness for educational purposes, and I hereby permit Brig Young University to release the education records that consists of recordings of my voice or likeness as participate in the class (such as when I am making presentations or asking questions in the class) and/o depictions in the recordings of presentation slides or other materials I have created for the class. This information may be released to and viewed by other students enrolled in the same or different sections or course in which I am enrolled during the Fall 2020 semester. I am allowing this release of my education I for educational purposes and to allow Brigham Young University to further the education of other studer	o ham I r of the ecords ts.

I understand that Brigham Young University will hold the copyright in any such recordings or photographs. There is no time limit on the validity of this consent and release. I understand my agreement is voluntary and is