

The example uses the name for the student as Ana Joy, with the student:

- Doing the Unit 1 Video Form
- And doing the video with the title The Gilded Age.

Click on the links if you want details on Requirements.

Ana Joy - Unit 1 Video Form – The Gilded Age < [Click for Requirements](#)

**In Chronological Order, Three Facts Representative of the Content in the Video** < [Click for Requirements](#)

1. Facts in time order—the earliest of the 3 facts must be first and the rest in exact time order. Each bullet must have citation of the transcript number or numbers. <[Click for Citation Requirements](#)
2. Fact in your own words or, if you use an author’s words, you must use quotation marks correctly. Each bullet must have citation of the transcript number or numbers.
3. Fact in your own words or, if you use an author’s words, you must use quotation marks correctly. Each bullet must have citation of the transcript number or numbers.

**Three Facts from the Video that Every 1st Year College History Student Should Know**

1. Fact in your own words or, if you use an author’s words, you must use quotation marks correctly. Each bullet must have citation of the transcript number or numbers. <Click for Citation Requirements
2. Fact in your own words or, if you use an author’s words, you must use quotation marks correctly. Each bullet must have citation of the transcript number or numbers.
3. Fact in your own words or, if you use an author’s words, you must use quotation marks correctly. Each bullet must have citation of the transcript number or numbers.

Click here for [the Rubric for Evidence](#), [Efficient Working](#), and [Format](#).

## How to Do Your Video Form –Requirements That Determine Your Grade.

**Cautions:** These videos can be addictive. They are beautifully done, but keep a balance so you do your other assignments.

### 1. Required Top Line of the Visual Form

In **1 row** centered across the **top line**, consisting of:

- Your first and last name
- The words Unit # Video Form (with the # being either for Unit 1, Unit 2, or Unit 3)
- The name of the video - Click [here and look for yellow to see how to recognize the title of a video](http://www.cjbibus.com/Title_Highlighted_in_Yellow.png). Link Address: [http://www.cjbibus.com/Title\\_Highlighted\\_in\\_Yellow.png](http://www.cjbibus.com/Title_Highlighted_in_Yellow.png)

### 2. Required Headings That You Copy Exactly and You Answer Specifically

Each bullet must have citation. If you use more than one location in the transcript to write a statement, you must cite each one.

#### **In Chronological Order, Three Facts That Are Representative of the Content in the Video**

1. Place the fact about the earliest event in the first bullet (Required citation).
2. Place the fact about the middle event in the second bullet (Required citation).
3. Place the fact about the latest event in the third bullet (Required citation).

**Tip:** Merriam-Webster Online Dictionary defines **representative** as “serving as a typical or characteristic example.” Do not cherry-pick or embellish your examples. (See the Evidence Quizzes for those words.)

#### **Three Facts from the Video that Every 1st Year College History Student Should Know**

1. Place your first carefully chosen fact so its significance is clear (Required citation).
2. Place your second carefully chosen fact next (Required citation).
3. Place your third carefully chosen fact last (Required citation).

### 3. Required Citation

The transcript provides a time for all sections so you can easily communicate where your information is from. Use the transcript as the source for the citation and use footnotes to identify it. Requirements:

- **Caution:** facts in **your own** words also require citation, **not** just quotations.
- **Caution:** Citation is required for the facts under **both** the first and second heading.
- Citation for a fact always goes **after** the fact. **Blue** highlights show the location of superscripts (a raised number where you placed it in your sentence with the same raised number beginning the footnote)  
**Example of a footnote after your fact in your sentence:** Your fact in your sentence that you are citing.<sup>1</sup>  
**Example of what Microsoft Word automatically places at the bottom of your page beneath a line:**

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<sup>1</sup>12:24

- If you have two sentences each with a fact, the citation goes **after** each fact.  
**Example:** Your fact in your first sentence.<sup>2</sup> Your fact in your second sentence.<sup>3</sup>

- If you have **two** facts in **one** sentence, the citation goes **after** each fact.

**Example:** A sentence that compares 1 place<sup>4</sup> with another.<sup>5</sup>

#### 4. Required 5 Good Habits for Evidence with the Video Form, Not Just Formal Writing

Refresh your memory on [the 5 Good Habits for Evidence](#). Link Address:

[http://www.cjbibus.com/Evidence\\_Quiz\\_4-](http://www.cjbibus.com/Evidence_Quiz_4-)

[The 5 Good Habits for Evidence and Its Rubric and How Both Can Help YouFORVideos.htm](#)

**Caution:** Probably unlike every class where you have written before, Profs in history classes can **tell—and prove—easily** if you misread, assumed, plagiarized, half-copy plagiarized, embellished, cherry-picked and every other word in the rubric.

**How is that so?** Because in this class the sources that you were supposed to use are sitting right in front of the prof.

If you do not follow one of the Good Habits for Evidence, your prof will write the Habit # (such as Habit 4) in the left margin and sometimes a brief phrase. **Tip:** never try to be exciting. Be useful and true.

#### 5. Required Good Habits of Working

Save yourself from misery:

- a. Save your file in case you have to redo something. **Tip:** if you get the format correct in the first file, then start with the file to do the Unit 2 Video Form and later the Unit 3 Video Form.

Save yourself from lost points. Do these things:

- b. **Proof your work before you submit it.** What does proof mean?

Compare side by side your paper and your video source to be sure all of these are correct:

- transcript numbers
- facts
- names
- quotations

**Guys, develop habits of work to match the way you want to be paid.**

- c. **Proof the appearance of your file.**

- If you are inexperienced with files, you may change **everything** without meaning to. **Before** you submit your work, compare how your file looks now with how your prof's file provided in the course looks.

Are the margins still the same? The font? The spacing? Any required words? If your file no longer matches, fix **your** file. If you need help, ask **before** the day it is due.

- Even if you are experienced, you can have problems if you copy in information from a different file. **Example:** If you copy words from the transcript, your computer may apply a different sized font and spacing. To avoid problems, when you copy text for a quotation, change it immediately to 11 point Calibri.

- d. **Be brief and most certainly keep any quotation very brief.**

#### 6. Required Format for the Video Form (and Also for Formal Writing Work)

If you use the REVISED file provided, I hope you will have less misery.

Do each of these things.

a. Font	11 point Calibri font
b. Length	<b>Never</b> more than 1 printed page
c. Margins	1" on the left, right, top, and bottom
d. Spacing	Double-spaced