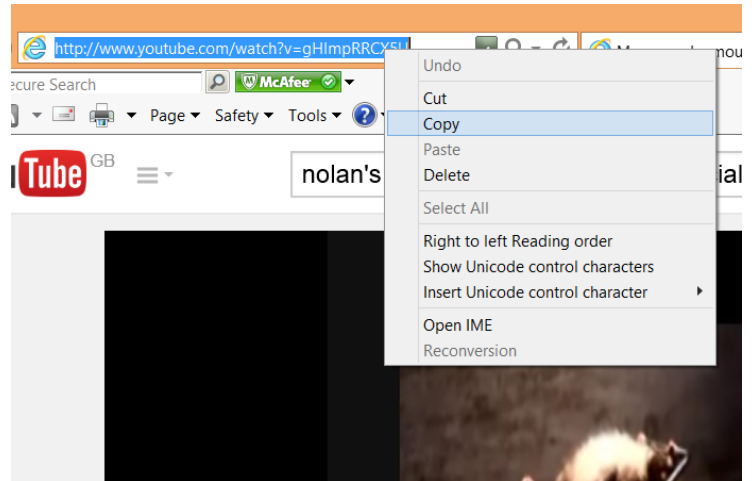


## PRACTICAL 5—DOWNLOADING A VIDEO OF YOUTUBE

**Step 1.** Go to [www.youtube.com](http://www.youtube.com) and search for the video that you want to download. For this practical session search for 'nolan's cheese mouse trap commercial'. Click on the one uploaded by 'nikelovesrock' (will probably be the 5th one down the list). When the video opens up and starts to play, click on the pause button and then right click once on the address at the top (see image to the right) and click on 'Copy' in the dropdown menu.



**Step 2.** Open up another Explorer tab and go to [www.convertfiles.com](http://www.convertfiles.com). Right click in the box 'or download it from' and press 'Paste'. Then select the format that you want it to be saved as (the example below is *Windows Media Video File (.wmv)* which is ideal for PowerPoint). Now press 'Convert'. The video will start 'Uploading' and after that it will change to 'Converting'. Depending on the speed of your connection this could take from 1 min to several minutes.

A screenshot of the Convert.Files website. The page has a green header with the 'Convert.Files' logo and social media sharing buttons for Facebook (22k likes), Twitter (1,961 tweets), Google+ (2.6k shares), and a Share button. Below the header is a navigation menu with links for HOME, FILE FORMATS, FAQ, MOBILE DEVICES, TOOLS, LINK TO US, CONTACT FORM, SEND TO A FRIEND, and BL. The main content area is titled 'Select a file to convert' and features a form with the following elements: a radio button for 'Choose a local file' with a 'Browse...' button; a radio button for 'or download it from' with a text input field containing the YouTube URL; a dropdown menu for 'Input format' set to 'MPEG-4 Video File(.mp4)'; a dropdown menu for 'Output format' set to 'Windows Media Video File(.wmv)'; a checkbox for 'Send a download link to my email (optional)'; and a 'Convert' button. At the bottom of the form, it shows 'Uploading ...' and '% of 2150 KBytes'.

**Step 3.** Once the file has finished converting, follow the instructions on the page (right clicking on the hyperlink and 'saving as', giving it the name that you want and saving it in the location that you want). Now you should be able to insert the video into a PowerPoint.

**N.B.** If you are showing video clips from movies or TV shows in church you will need a **Video Licence** (check out website: [www.ccli.co.uk](http://www.ccli.co.uk), for Northern Ireland and <http://www.ccli.ie/> for the Republic of Ireland)

Check quick guide to see what you may need: <http://www.ccli.ie/licences/quick-guide/>

Refer to the page entitled 'Multi-media Technology and keeping the right side of the law.'

## Multi-media Technology and keeping the right side of the law.

As churches, schools and organisations continue to move along with technology CCLI have made licences available to cover showing films, playing music, photocopying, reproducing song books and now legally downloading song lyrics.

It is CCLI's vision to make creative works available in a simple, legal and affordable way.

## Public Domain doesn't require a licence, but check to make sure.

Copyright in a song expires 70 years after the end of the calendar year in which the last surviving author dies. A song which is no longer protected by copyright is described as being **Public Domain** (PD).

Where words and music have been written separately, it is probable that independent copyright exists in the words and in the music. This means the words will become PD 70 years from the end of the calendar year in which the author of the words dies, and the music will become PD 70 years from the end of the calendar year in which the music composer dies.

Once a song is PD, it may be freely adapted, arranged and translated. Where significant changes have been made to the original song, the adaptor of the PD song may claim a new copyright in that adaptation. Always check that both the words and the music of the song you wish to use are PD, and that neither the words nor the music are an adaptation/arrangement of a PD song in which the adaptor claims a new copyright.

A separate typography right exists in publications (such as hymnbooks) which lasts 25 years from the date the edition was first published. This means you cannot photocopy any songs (including PD songs) from the song-book without the relevant permission.

## With the CCL you can:

- Type song words into your computer and store them for later use.
- Include song words on service sheets and handouts for your congregation.
- Create your own OHP acetates.
- Create your own song words database for use with projection software.

Licence fees are based on the average aggregate attendance at your main service

Church Copyright Licence (CCL)		
Attendance	Category	Licence Fee
1 - 14	AH	€59.45
15 - 49	A	€90.20
50 - 99	B	€159.90
100 - 249	C	€266.50

## With the CVL you can:

Show part of a film or the whole of a film (providing the Producers are covered by the list) within a service. If you want to show films outside of times of worship you will also be required to buy a PRS for Music Licence too.

Church Video Licence		
Attendance	Category	Licence Fee
1 - 49	A	€105.57
50 - 99	B	€210.12
100 - 249	C	€259.32