Configuring your Flipgrids and Topics

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Configuring your Flipgrids

The following step-by-step instructions will guide you through configuration of your Flipgrids (and Topics created within your Flipgrids). Note: Instructions assume that you have already created a Flipgrid through Canvas or the Flipgrid website.

1. Log in to your educator account (https://flipgrid.com/).
2. Click on Educator Login at the top of the screen.
3. Sign-in through the Google or Microsoft account that you used to create your Flipgrid account.
4. Grids created previously through the Flipgrid website or through Canvas will appear below the gray header bar as shown below.

5. To edit grid settings, click the pencil icon at the far right side of the screen.
6. Within the Grid Details section, you can change your grid name and customize your grid link.

7. You can change the Community Type to share your grids internally or externally; however, to restrict grids to your class(es), select School Email and list only Clemson email domains.
8. Within the Features section, anything toggled green is enabled or turned on. When grids are created, these are the default settings. You may change them however you would like.

9. Within the Personalize section, you can upload an image or choose from provided images to personalize your grids. This is optional.
10. When you are done making changes to your grid settings, be sure to click the blue Update Grid button at the bottom of the page.
Adding and Configuring Topics

1. Topics can be created within your grid to cover a variety of discussions that you will want your students to have. To create topics within your grid, click on your grid from the My Grids screen.

2. Next, click the + New Topic button.
3. Within the Topic Details Section, add a Topic Title, set the Video Response Time length, Topic Display Date, and Topic Description/Question. You can also add a Topic Tip to help learners answer your topic question.

4. In the Topic Privacy section, Video Moderation is disabled by default. If you would like to preview video posts before making them visible to others, toggle the switch to enable this feature.
5. In the Topic Status section, you will notice that your Topic will be active and available to students by default, but you can adjust the Launch and Freeze Dates as needed.

6. If you would like to add a video, image, GIF, or emoji to your topic, you can select these resources within the Topic Resource section.

7. You can also link to external documents and resources through the Topic Attachment section.
8. Settings within the Video Features section will enable students to use stickers and drawings, add video reactions, see the number of views a video has received, and allow them to reply to other student posts. Items shown below are enabled by default.

9. When you are finished making changes to your topic settings, click the Create Topic button and the bottom of the page.