

Step-by-step guide: How to make online video e-learning on uQualio®

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Do you want to make a great course with videos?

This guide provides you with some easy steps to help you along the way.

Stage	Questions to answer	Comments/Top tips
Preparation	What is the course about?	If your course does not have a clear use case (e.g. product training, onboarding, etc.), then add why this course is useful.
	Who is the target audience?	For your course to succeed with its audience, it needs to be created with a specific target group in mind. Once you define your target group, you can start thinking what kind of content would resonate with them, and how high should the quality be.
Goals and structure	What are the key learning goals of the course and what does your audience need to learn?	Prepare a storyboard to have a visual overview of the course. This will help you with a good structure.
	How should the course be divided for optimal reception?	Remember to have a small number of videos per course, we recommend max. 8. If a video needs a lot of explanation time and is very long, consider breaking it up to smaller parts and make them into new topics.
Make video content	What are the key learning goals for each video?	We recommend that you never make a video longer than 3 minutes. The longer the video, the harder it is for your audience to keep interest and retain information.
	How can it be conveyed in a short, effective way?	Don't make the video too difficult/complex. Think back to your target group and decide on the quality. Would your audience expect a high-quality video from you? If not, don't waste time and resources unnecessarily
	Would adding additional resources (docs, presentations, etc.) improve the learning experience?	
Making audio content		A good idea is to make the audio and video separately. Write down key insights from each video and record them as if you were doing the video. If you have no experience with video making, you might consider writing down the whole text, and then recording it. Remember to listen to it after, as you might find that the recording might sound "fake" or boring. You then upload your video to uQualio.

Stage	Questions to answer	Comments / Top tips
Adding questions	What information does my audience need to get from this video?	<p>Go back to your key learning goals and define questions based on them. If an insight is complex, or needs to be learned from different perspectives, add more than one question for it.</p> <p>Think about your desired complexity/difficulty of the course. The more questions you have, the more difficult it is for you audience to pass (and that might make them less inclined to start, practise, and finish it). Around 3 questions per video works best.</p> <p>On uQualio® you can choose to have the same questions for practice (after each video) and for the final test. You can also define new questions for the test – be aware that this will increase the time required to finish the course, as well as its complexity.</p>
Improving the course	Look at the reports to analyse the results	<p>Use your analytics to improve the course (for example, does your audience watch the first two videos, but not the rest? Perhaps the other ones are too difficult, too long, or confusing; Low results? Perhaps your video doesn't prepare for the questions, or perhaps the questions are confusing)</p> <p>uQualio® allows you to see who participated (opened) the course, which videos they saw, and what their score was. We have also added a feedback option, which will allow your participants to easily communicate with you about any troubles they may encounter during their learning.</p>

Final thoughts

A lot of information discussed here is subjective! Depending on your target group and your desired difficulty (complexity) of the course, your final course may look different.

Some courses with more complex subjects may require longer videos. But remember, even particle behaviour can be explained in an easy way!

Want to try making a course? Take 30 seconds to sign up for a free trial on uQualio®

<https://app.uqualio.com/freetrial>.

And simply **follow the instructions** we have made for you, available either as video tutorials

<https://app.uqualio.com/site/77822d98e6274f999f1649441436ebbd> or

Pdf https://www.uqualio.com/tutorial_quick-guide.html

If you run into **any issues** with our platform, don't hesitate to contact us at support@uqualio.com. We will solve the issue ASAP!