Learn 360 Basics

Signing in or Creating an Account

1. Go to: http://www.learn360infobase.com

2. If you are creating a teacher account for the first time, you will need a building code to get started. You can get a copy of your school's code by calling the 4J Help Desk at 7777 or contacting Misty Jackson at jackson_misty@4j.lane.edu.

3. If you already have a code and need help logging in, both of the resources above can help you.
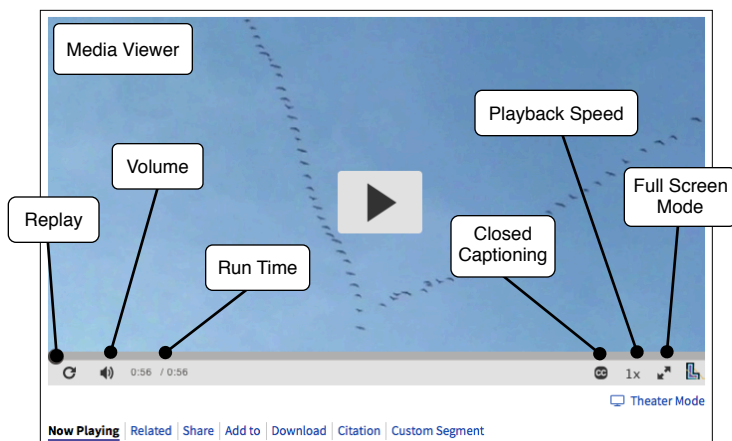
Updating Profile Settings

1. From the main page, click your name in the top of the page, then select "My Profile".

2. You can edit your name, email, or password.

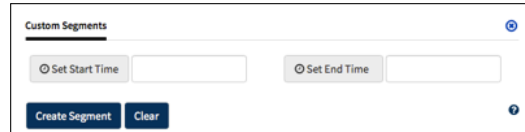3. Remember to select "Save Changes" when finished.
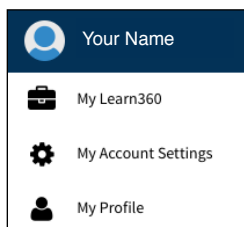
Downloading Clips

1. After selecting a video clip to view, look for the option bar underneath the media player.

2. Locate the "Download" button beneath the clip and select to save a copy to your computer.

3. Not all videos have the option to download.

Creating Custom Segments

1. Choose a video you would like to use and click the "Custom Selection" button below the viewing window.

2. Drag the slider under the view area to where you would like to start your clip; click "Set Start Time", then drag the slider to your desired end point and click "Set End Time".

3. Add a new name for your clip and choose "Save".

Keeping Files Organized

1. When collecting multiple clips and videos for use in class, it is important to keep them organized to easily access them later.

2. Put new files in folders organized by content or unit. Rename downloaded clips with concise and helpful titles by clicking the name of the file, pressing the return key, editing the name and pressing return again to set.


Using Favorites

1. Under the viewing window for any clip is an "Add to" button. This allows you to save the audio or video to your favorites folder.

2. After clicking the "Add to" button, select a folder to add your file or create a new folder in the window below.
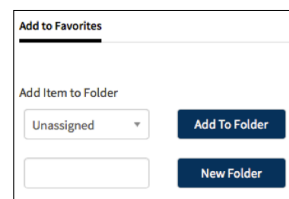
3. To access your favorites later. Click on your name in the top of the page and select "My Learn360". Then click "My Favorites" under "My Content".
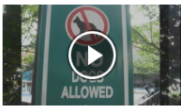
Learn 360 Basics
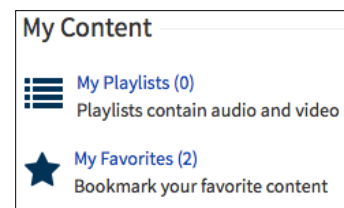
Advanced Search Settings

1. Advanced search is located under the main search bar at the top of the page.
2. You can search for content by keyword, year, producer, subject, language, grade, file type.

Related Videos

1. After locating a movie or resource you would like to use with students, use the "Related" button (under the main search bar) to locate examples of other clips from a series or that are on the same topic.

Searching By Standard

1. The option to search by standards is available under the main search bar.
2. Choose your state, grade and subject to see resources that align with each standard.

Using Built in Citations

1. Each video clip and media file has a built in citation. To access citations, click "Citation" under the main viewing area.
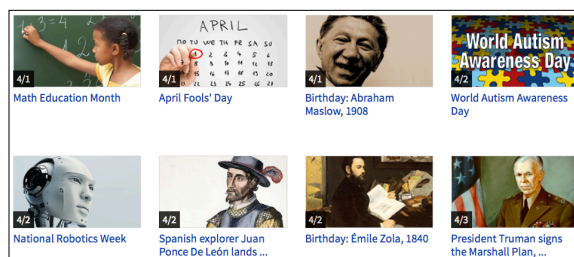2. Choose MLA, Chicago Manual of Style, or APA.

Built in Fact Sheets and Handouts

1. Click "Advanced Search" under the main search bar.
2. Select "Printables" and "Fact Sheet" from Content and Asset Type pull down menus.

Viewing Clips in Calendar View

See all clips that relate to events in a monthly view. Click the "Menu" button in the top toolbar and select
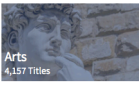

Browsing by Subject

1. Click the menu icon in the top left corner to reveal the "Subject Index" from the pull down menu.
2. To see an expanded list of subject icons and the full list of topics, select "View More" in top right corner.
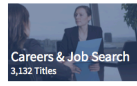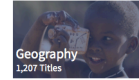

Saved Searches

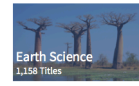You can save any search for use later to make locating important clips faster.
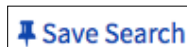
1. Just search for any topic as you normally would, and look for the "Save Search" option above the results. Give your search a title, notes, and assign to a folder (such as subject).