


YouTube Live

- Turn on laptop
 - Pin 6626
- Click Google Chrome in bottom task bar
- Click YouTube Live in Bookmarks bar
- If a window opens with the Dismiss option in the bottom - click Dismiss
- Click Edit on right hand side to add date/info to title
 - If you are not able to do this and you see “offline” at the bottom you should see a small arrow to the left of the video box
 - Click that arrow
 - Click the top icon 
 - Then you should be able to Edit the date/info
- Copy Stream URL
- Open Camera **IN NEW TAB**
- Click Settings in upper righthand corner
 - Click Video Transmission
- Delete everything in box on left
- Paste Stream URL and add two //
- Go back to YouTube and reset and copy the Stream Key
- Go back to camera settings and paste Stream Key after two //
 - Live Stream should start immediately
- Go back to YouTube
- You should see the live stream in the video box on the YouTube page
- Go back to the Camera tab and click on Preview in upper right
- Make sure Focus Mode is on Auto
- Adjust Zoom and Pan settings (2 seems to work well)
- Camera Presets (choose number and click refresh arrow - third icon to the right of PreSet number)

1	“Zoomed in” Wideshot	6	“Zoomed Out” Wide Shot
2	Choir loft	7	Piano
3	Reader	8	Pastor’s Pulpit
4	Children’s Choir	9	Reader
5	Altar Flowers	10	Entering from back of church
11	Bell Choir (on left)		

- You may also Zoom in/out or Pan on your own after choosing a PreSet to obtain the best view
- When Postlude is over go back to YouTube (you may want to wait 3-4 seconds to account for delay time)
- Click ‘End Stream’ in upper right hand corner’
- *****Click Reset on the Stream Key*****

PLEASE CLOSE OUT OF GOOGLE WHEN FINISHED -- PLEASE POWER DOWN THE LAPTOP AND WAIT FOR THE POWER LIGHT TO GO OFF BEFORE CLOSING THE LID -- PLEASE TURN OFF WIRELESS MOUSE -- PLEASE RETURN TO CUPBOARD AND LOCK -- THANK YOU!