



Dallas County Community College District

Dallas TeleLearning Digital Resource Repository (DRR) offers more than 2,500 video clips and interactive exercises to enhance your courses and engage your students.

Quick Reference Setup

Use this quick reference card to:

- Create a DRR Account
- Browse content and create playlists
- Add content to your LMS courses

Step-by-Step instructions with screen shots is available from your institution administrator for the repository or within the **FAQ** at <http://tlearnvideo.dcccd.edu>

Find us on: Facebook and Twitter
1.866.DISTLRN tlearn@dcccd.edu

Create an account

- Go to <http://tlearnvideo.dcccd.edu>
- Select “Create New Account” from the bottom right-hand corner
- Fill in “Institutional Information” (contact your institution administrator if you do not have this information)
 - Institution ID: 40
 - Institution Password: 4567
password is case sensitive
- Fill in your “Account Information”
- Complete “Login Information”. **NOTE: Password must contain a non-alphanumeric character, i.e. ! @ # \$ %**

Login to the repository

- Go to <http://tlearnvideo.dcccd.edu>
- Fill in your “User Name” and “Password,” then select Log In

Setup your playlists

- Select “My Playlists” in the upper left-hand corner on the Browse page
- Select “Add New Playlist”, name that playlist i.e. Economics 1300.01, then select “Create Playlist.” (Playlists are used to manage the selected content. Users may create multiple Playlists.)

Browse and add content to Playlists

- From Browse page search and select repository content by subject or by keyword **or**
- Select “My Playlists” in the upper left-hand corner of the Browse page
- Identify the Playlist you want to work in and click “Add Content”
- Select “Search for content in Repository”
- Search for content based on a keyword search or browse per subject area
- Select a clip or activity for your playlist by clicking “Add to My Playlist”
- Check the box next to the playlist you want the media imported into then click “Submit”
- All content within a Playlist has a unique web link that is added into the faculty course within a learning management system

Add content to your LMS courses

- Select “My Playlists” in the upper left-hand corner on the Browse page
- Select the media title within a Playlist that you want to add to your course
- Copy the web link – bottom of screen
- Paste the web link into your online course as external link or hyperlink
- Online students access the content within an institutions’ learning management system, eg. Blackboard, Angel, D2L, Moodle
 - The repository system authenticates that the student accessing the content is logged into a learning management system at a subscribing institution (the institution’s lms url is added into the repository database for authentication)
- F-2-f classroom faculty can log into the repository and access the content directly from their Playlists.

To reset your password

Email helpdesk@dcccd.edu
Call 972-669-6477

To request assistance or report a problem contact the Repository Help Desk:
Email tlearnvideohelp@dcccd.edu
Call 909-387-1659

Headquarters

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