**Swivl Sales
Training Guide**

Why educators love Swivl

The Swivl Teams + Robot solution

Swivl

Relationships
are the foundation
of education

Swivl is more than just an auto-tracking camera base. It's not just video storing and sharing software.
Swivl is a concept. It's a big idea. It's a solution.

The Swivl Solution

Swivl is….

- A video tool and solution that creates opportunities for coaching, self-reflection and collaboration to improve teaching practices.

- Easy to record or live-stream lessons for coaching, reflection, hybrid learning and more.

- Powerful tool for teacher self-development, supporting educators to find better ways to engage and educate students, through self-reflection and collaboration.

- A tool for educators to implement different learning strategies for their students

Ultimately, Swivl helps educators achieve their purpose – to be a great teacher and help students achieve their best.

> **There is no better way to develop as a teacher, than to watch yourself teach**

11 ways to use Swivl Teams + Robot

Hybrid/Online classroom
1. Build a video content library
2. Live stream school activities for families and community members
3. Live stream or record lessons

Self-Development
4. Record lessons for self-review
5. Enhance lesson plans

Peer and Mentor Collaboration
6. Record lessons for guest teachers to facilitate
7. Share a requested lesson video with peers and mentors
8. Share a video with different audiences to gain multiple insights and feedback

Student Coaching
9. Provide in-depth feedback on digital assignments
10. Build a professional learning library for school initiatives
11. Video-led classroom activities to enhance learning concepts.

Swivl benefits

- Swivl is easy to use
  - › Educators can dedicate focus to the lesson while Swivl records
  - › It's not technical or complex. Simply 'set and forget'

- Swivl captures exceptional video and sound

- Swivl is a durable

- Swivl is secure
  - › The content is controlled by the educator
  - › What gets recorded and who gets to see it is the educator's decision only

- Swivl is approved for use by the Australian training departments

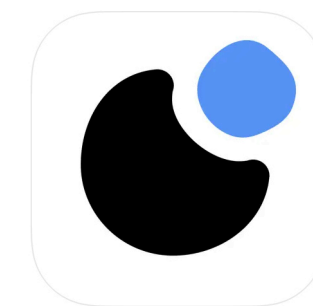# The Swivl solution is four parts that work seamlessly together

Swivl Robot and Markers
Follows the educator and captures crystal clear sound

iOS or Android mobile device with camera

Teams by Swivl App
- The core app for video capture and robot management

Teams by Swivl for web
- A cloud-based video platform that makes reflection sharing and collaborating easy.
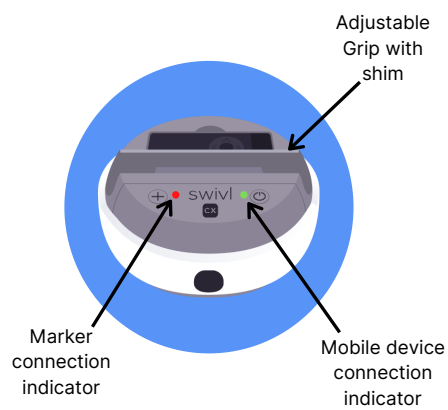
Getting to know the Swivl Robot

1 Connection Basics

- Slide the grip to the left and out to change the shim size to fit your mobile device snugly.
- Connect your mobile device using the appropriate connection cable in your kit.
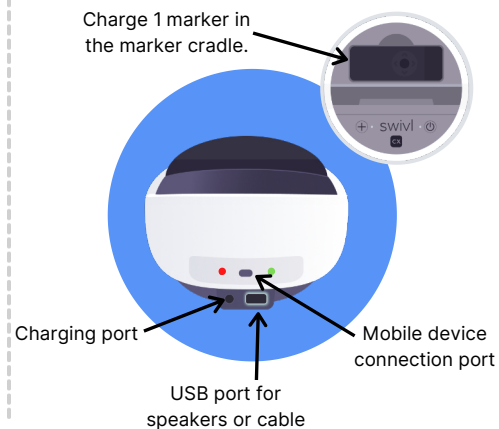
Connection indicator lights:
- Red: No connection
- Green: Connection successful

Adjustable Grip with shim

Marker connection indicator

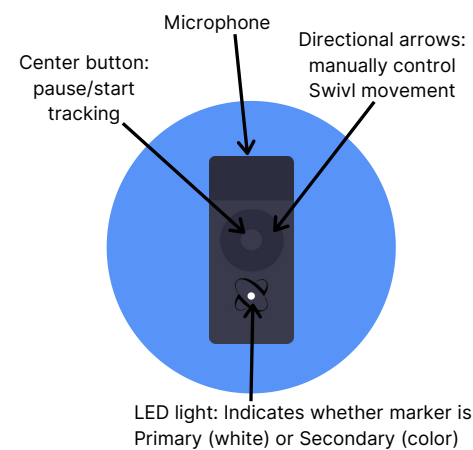Mobile device connection indicator

2 Charging Basics

- Plug the robot into an outlet using the USB charging block and the black charging cable.
- A full charge lasts for approximately 4-6 hours of use.
- Charging indicator lights:
  Red: less than 40% battery
  Green: More than 40% battery
  Flashing: charging

Charge 1 marker in the marker cradle.

Charging port

USB port for speakers or cable

Mobile device connection port

3 Marker Basics

- Your marker tracks you and collects audio.
- Wear the marker on the lanyard or clip at heart height to get the best video and audio quality.
- Maintain a line of sight with the black sensor on the front of Swivl when wearing the marker.
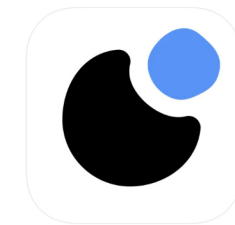
Microphone

Center button: pause/start tracking

Directional arrows: manually control Swivl movement

LED light: Indicates whether marker is Primary (white) or Secondary (color)

Resources:

Get Started with Your Robot (including video)
How to connect your Robot and record your first video

Visit site

Getting started with Swivl

1

Install the Teams by Swivl mobile App
- Download and install the Teams by Swivl App from the App Store or Google Play

2

Connect the Swivl Robot to your mobile device
- Place your mobile device in the Robot's grip
- Connect your device using the supplied cable

3

Power up the Swivl Robot
- Press the power button for 1 second

4

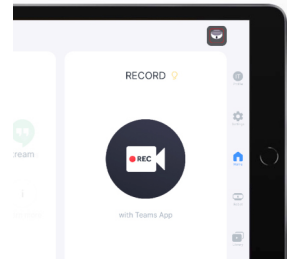**Power up the Swivl Marker**
- Press the power button for 1 second
- When the Marker is successfully connected to the Robot, there will be 2 solid green lights on the Marker and 2 solid green lights on the Robot
- Wear the marker around your neck at about heart height
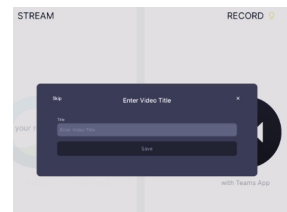- Press the marker centre button to activate tracking . Press again to pause.

Recording

1

Start recording

- Tap the red record icon on your mobile screen or press the red button on the Swivl marker. Press again to pause.

2

Give your video a title

- When you stop recording, a window will appear on you mobile device screen.
- Enter a title
- Click Done. If you are logged into the Teams by Swivl account, the video will automatically upload to the library.

Working with video in your Teams by Swivl account

There are two types of Swivl accounts

- **Free Swivl account**
  › A free subcription allows you to organise, edit, download and share inks to your videos.
- **Swivl Team subscription**
  › The paid Swivl Team subscription unlocks the full potential of Swivl Teams for personal development. There are so many ways to benefit from reflection, sharing and collaboration.

Team Admin privileges for Teams by Swivl

Team Admins manage teams and gain detailed insights into the use of Teams by Swivl including:

- Recording overview
- Streams overview
- Statistics
- Team members
- Create Rubrics, Standards and Scoring metrics

Team Member privileges for Teams by Swivl

Collaboration and self-reflection

- Group collaboration
- Sharing and embedding options
- Time-stamped comments and bookmarks
- The Sessions tool provides the ability to analyse and seek feedback based on specific intentions
- Rubrics, standards and scores

Live streaming

- Use Swivl with live streaming platforms
- Integration with Zoom and Microsoft Teams

Recording

- Multi-camera recording
- Screencasting
- Screen recording
- Web recording

Editing

- Trim, cut and select thumbnail
- Merge videos
- Link additional materials
- Rename videos

Swivl packages

Swivl Robots	Inclusions
Swivl CX1	Swivl Robot with 1 Marker
Swivl CX3	Swivl Robot with 3 Markers
Swivl CX5	Swivl Robot with 5 Markers
Swivl Kits	
Swivl CX3 Kit	Swivl CX 3 Robot with 3 markers, Swivl Stand and a one year, single user Teams by Swivl subscription
Swivl CX5 Kit	Swivl CX 5 Robot with 5 markers, Swivl Stand and a one year, single user Teams by Swivl subscription

Swivl accessories

Swivl Robots	Inclusions
Swivl Floor Stand	The Swivl floor stand helps you find unobstructed space in your room for smooth operation. Comes with built in cable management clips. 91 cm - 160cm in height
Swivl C Series Android Cable Accessory	Connect and operate the C Series Robot with any Android device. Not included in standard kit

Swivl accessories

Swivl Robots	Inclusions
Swivl C Series 4 Port Charger	Replacement for the original Swivl C Series 4 Port Charger
Swivl C Series Replacement Lightning to Micro USB Cable Swivl C Series Marker Charging Cable	Swivl C Series Replacement Lightning to Micro USB Cable. Replacement for dual headed charging cable that comes with Marker Pack. Requires 4 Port USB Charger
Swivl C Series USB Base Charging Cable	Replacement for the USB Base charger cable included with the C Series Robot. Requires 4 Port USB Charger
Mount Anything Kit - Compatible w/ Gen 2 & C Series	Make Swivl compatible with any case. Handle large device cases and varying form factors, accompanied by an elastic security strap.
Swivl USB Type C Adapter with OTG Support	This adapter allows you to connect the Swivl Android Cable to a USB Type C Android device. Compatible with Apple 11" iPad.
Swivl Link - Wireless Adapter	Wireless adapter to connect Swivl Robot and a computer for integrated configuration in a hybrid classroom. Replaces USB cable. Compatible with C and CX Series Robots.
Swivl Combo Lanyard Clip	Combination belt/shirt clip with removable lanyard string. Provides the ultimate flexibility.

Support resource links and videos

Swivl support website

Get Started with Your Robot
- How to connect your Robot and record your first video

Get Started with Teams
- How to install the Teams by Swivl app on your mobile device

Navigating Teams Dashboard
- A guide to the key aspects of the Teams by Swivl layout

Creating and Managing Group Folders as a Team Member or Team Admin/Owner
- Learn how to utilise private folders designed for sharing videos among any number of individuals

Live streaming step by step guide
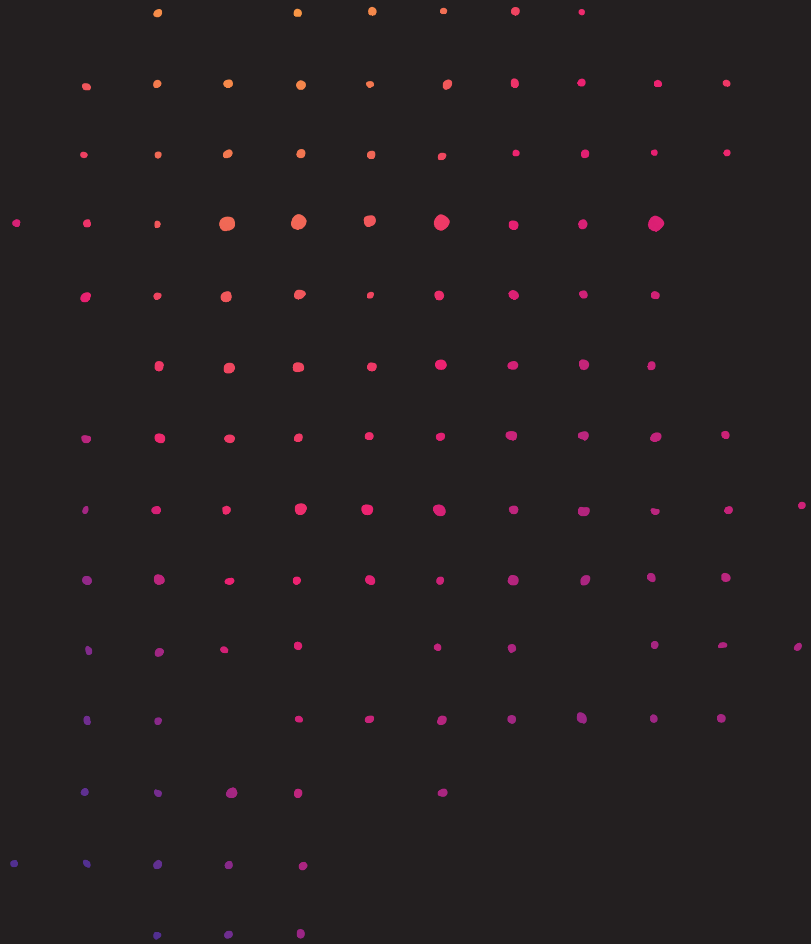- How to connect your mobile device and start live streaming

Video Tags
- How to use personal video tags for easy filtering

Privacy of Team Members' Content
- Learn about the privacy guidelines on Teams by Swivl

Video Projects
- A guide to managing upload

APTECH