Getting Started with Microsoft Stream

What is it?

Developed by Microsoft, MS Stream is one of the Office 365 applications available to WSU employees. MS Stream allows users to upload, view, and share videos securely; sort of like YouTube, but private. This application enables users to share recordings of classes, lectures, meetings, presentations, training sessions, or other videos. Since Microsoft Stream is a secure video service, you can manage who views your video content and determine how widely to share within your organization. Microsoft Stream also helps you organize content into channels and groups so it's easier to find.

Getting Started

Open the Office 365 App launcher ⁝⁝⁝ , select **All apps**, and then select **Stream**, or go to stream.microsoft.com and sign in with your work or school credentials.

Navigation Bar

The navigation bar at the top of any Stream page makes it easy for you to browse videos, channel or groups, create new content or easily search for content. You can also use it to invite coworkers, access help or provide your feedback to Microsoft using the small icons on the left.

Groups & Channels

Groups in Stream are built on top of Office 365 Groups. When you make a group in Stream, it creates a new Office 365 Group that can be used across Office 365, giving the group an email address, calendar, site, etc. If you already use Office 365 Groups in your organization from Microsoft Teams, SharePoint, Yammer, Planner, etc, you can start using those groups in Stream right away.

Channels are an organization method for videos, but not a permission method. Channels don't have any permissions on their own.

Additional information about how to organize your video content can be found here: https://docs.microsoft.com/en-us/stream/groups-channels-organization.

Upload a Video

Click the Upload icon ⬆ at the top of any page or just drag and drop new videos to one of your groups or channels. You can upload multiple videos at the same time and even browse Microsoft Stream while your videos are uploading in the background.

There are several options for uploading videos. Depending on where you start your uploads from, different default permissions will be set on the videos, but you can always change them afterwards.

Supported File Types

The following list includes the most commonly encountered file extensions. Stream supports many others (for example: .m2ts, .mpeg2video, .qt).

File formats (file extensions)	Supported
FLV (with H.264 and AAC codecs) (.flv)	Yes
MXF (.mxf)	Yes
GXF (.gxf)	Yes
MPEG2-PS, MPEG2-TS, 3GP (.ts, .ps, .3gp, .3gpp, .mpg)	Yes
Windows Media Video (WMV)/ASF (.wmv, .asf)	Yes
AVI (Uncompressed 8bit/10bit) (.avi)	Yes
MP4 (.mp4, .m4a, .m4v)/ISMV (.isma, .ismv)	Yes
[Microsoft Digital Video Recording(DVR-MS)](#) (.dvr-ms)	Yes
Matroska/WebM (.mkv)	Yes
WAVE/WAV (.wav)	Yes
QuickTime (.mov)	Yes

Note: MS Stream does not support audio-only media files.

Video Creation Platforms to Consider

Uploading Videos from a Narrated PowerPoint Presentation

For the purposes of this guide (Getting Started with MS Stream), we are assuming users already have recorded MS PowerPoint slides ready to upload. If you need assistance with creating a narrated PowerPoint presentation, however, Microsoft has [that information available online](#).
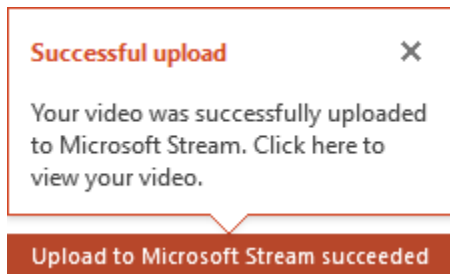
Here are instructions for how to share your recorded PowerPoint video on MS Stream:

1. With the presentation open (in PowerPoint), click on the **Recording** tab, select **Publish to Stream**.

2. Type a title and a description for the video.

3. Set other options, including whether you want others in your organization to have permission to see the video:

☑ Allow everyone in your organization to see this video

4. Select the **Publish** button.

The upload process can take several minutes, depending on the length of the video. A status bar at the bottom of the PowerPoint window tracks the progress, and PowerPoint shows a message when the upload is finished:

Successful upload ×

Your video was successfully uploaded to Microsoft Stream. Click here to view your video.

Upload to Microsoft Stream succeeded

5. Click the message to go directly to the video playback page on Microsoft Stream.

To make your video more accessible by including **closed captions**, choose from these options, which are described in separate Help articles:

- Manually write a closed caption file yourself

- Get a closed-caption file automatically generated by Microsoft Stream

Once you have a closed-caption file, you can add it to your video file by using PowerPoint.

Using Big Blue Button to Create Videos

Information about how to record videos using Big Blue Button is available here. The simplified procedure, however, is as follows:

1. Start a conference in BBB with yourself;
2. Record your content;
3. Download your file (save as an MP4 file – see below); and,
4. Upload the file to MS Stream (see above).

Once you have recorded your BBB content, be sure to save it in one of the supported file types for MS Stream (*note:* when saving your BBB video, select **Save Video As…**, and select MP4).
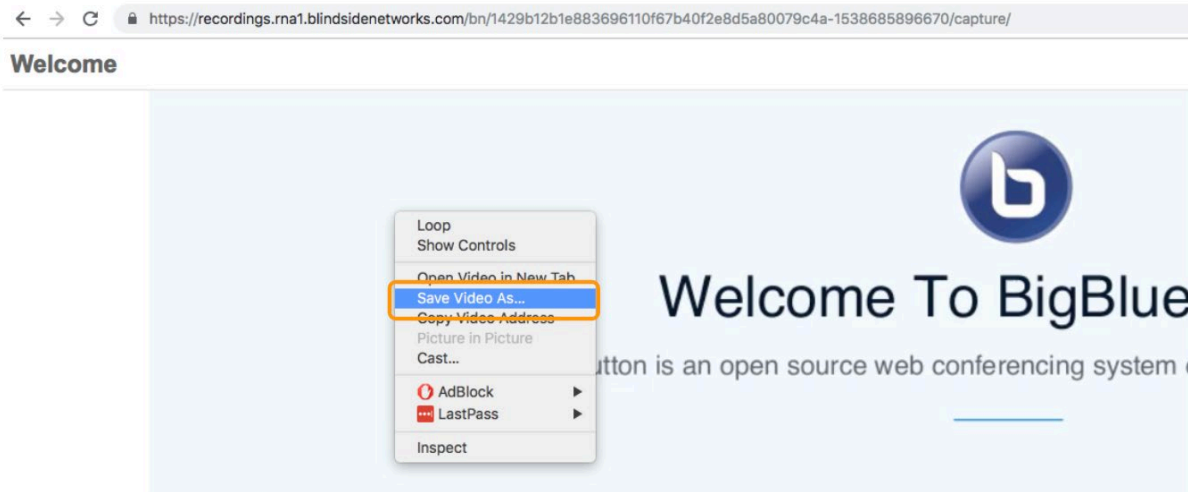
Using Zoom to Create Videos

Similar to BBB, users can create videos using Zoom. The procedure for doing so is as follows:

1. Start a Zoom meeting with yourself;
2. Record the meeting;
3. Download your recorded meeting (see *Supported Video Types* above);
4. Upload the video MS Stream (see **Upload A Video** section above).

You can also reference our Guide for Recording Videos without Echo360 for more information on recording videos using PowerPoint, BigBlueButton, and Zoom.