



Capture

your voice in
sync with your
presentation slides



Edit

your recording
(optional)

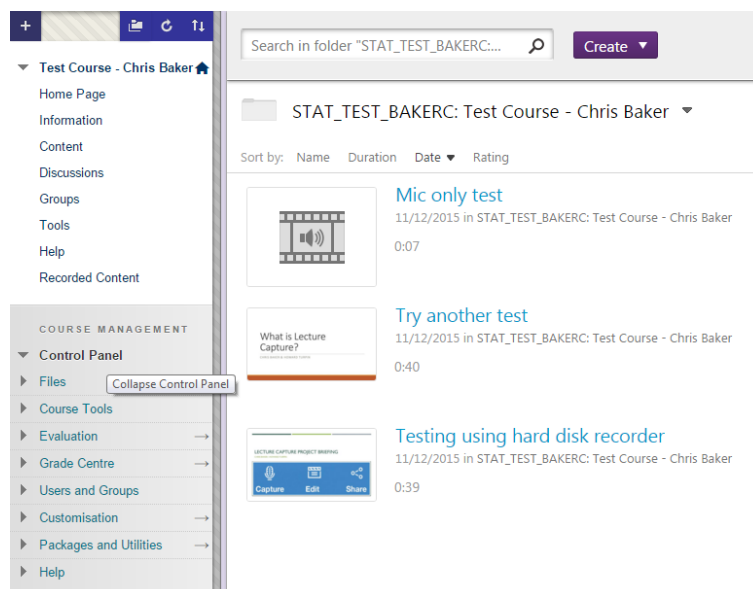


Share

with your students
via Learning Edge
(Blackboard)

View the Recorded Content

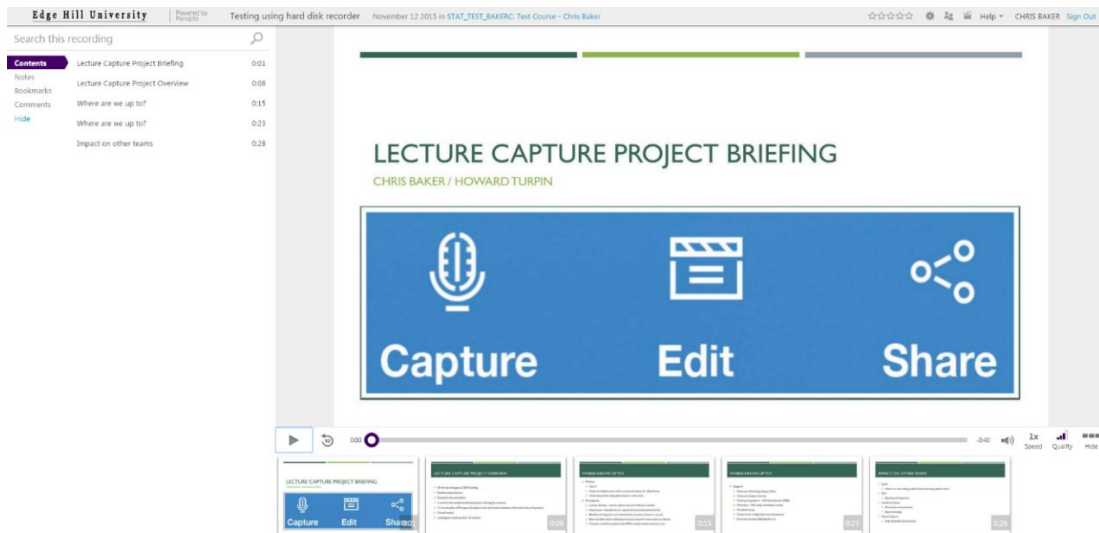
Once uploaded and processed, the recorded content will be available to view within a few minutes on the selected Blackboard course. Log into Blackboard, navigate to the relevant course and the recorded content section, and a thumbnail selection of the sessions recorded can be seen.



Select one of the recorded links, and this will then open in a new tab to be viewed.

Search this recording

From this tab, there are various useful options that can be used. Near to the top left is the **Search this recording** option. Part of the uploading process generates a searchable index of the words used in the PowerPoint presentation and, if selected on the course, will also index spoken words that it has picked up and is able to recognize. This does depend on the recorded volume level of the microphone, and the clarity of the words. Typing a search into this box will return a list of the appearances of the required search term, and clicking on a result will take you to the relevant slide.



Contents

Contents is a list of the slide titles (again, clicking on these will take you straight to the slide).

Notes

Viewers can choose to make notes as the presentation is being viewed, and these are synchronised to the time that they are entered. These notes can either be private, so that only the viewer can see them, or public, so that anyone registered on the relevant Blackboard course is able to view them.

Bookmarks

Adding bookmarks lets the viewer add specific areas of interest, or that may need further clarification. Creating bookmarks creates a list of links that can be jumped to in the recorded content timeline.

Comments

Comments can be added in this section, and are able to be viewed by anyone on the relevant Blackboard course.

Hide

This option simply makes this navigation area smaller. Clicking on any of the links or the **search box will expand this again.**

Timeline Navigation

The main window in the screen is the 'live' playback. This is a real-time video stream of the recorded content, along with the synchronised audio playback. Underneath this window is a small timeline bar with various navigation aids, and underneath that is list of the slides that were recorded, along with the audio playback relevant to when that slide was being shown.



From left to right on the Timeline navigation , you will find:

- a **play** option (this will change to a pause sign when being played back), the 10 with an arrow around will rewind the presentation by 10 seconds,
- the **timeline** itself (the arrow can be dragged to anywhere from start to finish, and playback will resume from there),
- a **volume** button (hovering over this will allow the volume level to be changed by dragging it, or clicking it will mute the volume, a 1x speed button (the speed of playback can be changed to various levels, from 0.5x speed to 2x speed),
- a **quality of recording indicator**, a slides button (this will show the PowerPoint slides that were recorded in real-time),
- a **screen button** (this will show what the actual computer screen was showing at the time.

[Please note that these last two buttons will only appear if both of the options to Capture PowerPoint AND Capture Primary Screen were selected. Select either option to view it and the large window will change accordingly), and the hide button (this will hide the thumbnail slide buttons below, and clicking show will bring it back)].