

Edge Hill University

# Lecture Capture

Frequently Asked Questions for Students

## Contents

What is lecture capture? .....	2
What are the benefits of recording lectures? .....	2
Will I be recorded?.....	2
How do I gain access to the recordings? .....	2
What device can I play the recording on? .....	3
Can I rely on recordings being made if I miss a lecture? .....	3
Can I share recordings with others? .....	3
I have a specific learning difficulty. How do I ensure my lectures are recorded? ....	3
None of these FAQs answer my specific question, who do I contact for assistance?.....	4
Other Sources of Help and support for Students .....	4

## What is lecture capture?

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Lecture capture is an umbrella term describing any technology that allows tutors to digitally record a lecture (using audio/video, screen captures or PowerPoint slides) and making it available for students to see.

At Edge Hill, the lecture capture system is called Panopto and it will capture and sync audio and presentation materials. Video will not be captured automatically but will be an option if required for a particular session. Panopto Recorder software and integrated microphone capture has been installed in all lecture theatres and larger teaching spaces. See [Panopto Enabled Teaching Rooms](#). This list will be updated as more spaces are added.

## What are the benefits of recording lectures?

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There is a growing body of evidence to suggest that all students can benefit from having access to recordings of lectures and the University is supportive of this. It can be used, amongst other things to:

- provide a study aid for review and revision
- help accommodate different learning style preferences
- assist students who do not have English as their first language
- assist students who have particular educational needs

## Will I be recorded?

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Your tutor should advise you at the start of a session if it is to be recorded and explain how they will manage student contributions. In any event, you can opt out of being recorded or ask that your contribution be edited out. However, you may not be permitted to opt out of recordings where a recording is an explicit requirement of a University award. (E.g. recording of an assessed presentation)

## How do I gain access to the recordings?

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If your tutor has recorded the session then it will appear as a secure link in the Learning Edge (Blackboard) course associated with that module.

## **What device can I play the recording on?**

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Once the link has appeared in your Learning Edge (Blackboard) course, the recordings can be played on most web-enabled devices, for example, desktop and laptop computers, iPads, iPhones, Android tablets and phones, Windows tablets and phones.

## **Can I rely on recordings being made if I miss a lecture?**

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Lecture capture is provided as a supplementary learning resource and is not a substitute for attending lectures. While the reliability of the recording system is robust, it is not infallible. If a capture fails, the lecture will not be re-recorded. In addition, your tutors may decide that the session is not suitable for recording, for example, where teaching approaches are employed which require a high degree of audience interactivity or group discussion, or where ethical issues or the use of sensitive material might be deemed inappropriate for the recording of some lectures.

## **Can I share recordings with others?**

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No, the recordings are for your own personal use only. You are not permitted to give the recordings to anyone else, post them online or distribute them by other means. If you are found to have done this, you may be subject to disciplinary proceedings.

## **I have a specific learning difficulty. How do I ensure my lectures are recorded?**

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There is a statutory duty on the University to make reasonable adjustments for disabled students where they are put at a substantial disadvantage due to disability. If this applies to you, lecture capture may be identified during your needs assessment as a reasonable adjustment to note-taking and included in your Student Support Plan. You should not need to do anything further as your tutors will have been notified of your requirements. Where taught sessions are not suitable for recording, the tutor should identify (and offer) a reasonable alternative means of support.

For further SpLD advice contact:

The SpLD Support Team  
Ask Desk, 1st floor, University Library, Ormskirk  
Tel: 01695 584372  
Email: [spld@edgehill.ac.uk](mailto:spld@edgehill.ac.uk)  
Web: <http://www.ehu.ac.uk/spld>

Or contact:

The Inclusion Team  
Ground Floor, Student Information Centre, Ormskirk  
Email: [inclusionteam@edgehill.ac.uk](mailto:inclusionteam@edgehill.ac.uk)  
Tel: 01695 584190

### **None of these FAQs answer my specific question, who do I contact for assistance?**

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If you are having technical difficulties in accessing your recordings then please contact a Learning Services Help Desk in the first instance. All non-technical matters should be addressed to your module tutor.

### **Other Sources of Help and support for Students**

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- Search the 'Ask Us' online helpdesk - [ehu.ac.uk/askus](http://ehu.ac.uk/askus)
- Search the Learning Services' web pages - [ehu.ac.uk/lis](http://ehu.ac.uk/lis)
- Telephone us on - 01695 650 800
- Visit the 'Ask desk', the 'Welcome desk' or speak to a member of staff.