# How to access a live stream of your lecture

In some circumstances, your course organiser may enable the live streaming of their lectures. This is most frequently the case when timetable clashes prevent a student from being able to get to the classroom in time.

If this has been enabled, you can access the live stream the same way you access the lecture recordings.

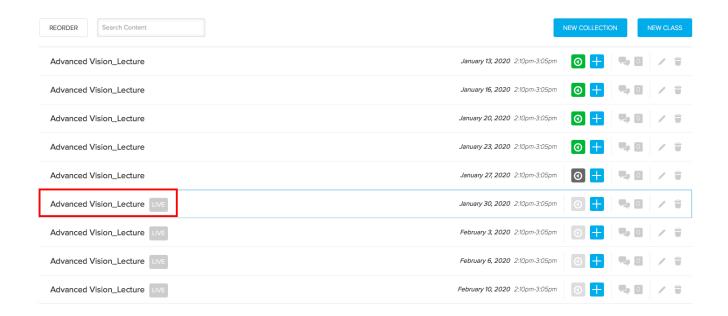
Go to the Learn course page and navigate to the Lecture Recordings link (this is usually under 'Course Materials').



#### **Lecture recordings**

This provides you with access to any lecture recordings available for this course.

Locate the 'live' button next to the lecture you wish to access and select.



If the recording has started, you will see a further 'play button' icon to select. Press this to access the live stream of the lecture.

## Create an ad-hoc lecture recording

#### The scenario

You're about to teach your class but there's been a room change and you want to make sure the session will be recorded. What to do?

• Firstly, check the light on the desk. It should change to RED at the time the class is scheduled to start (usually, 10 minutes past the hour).



• If the light remains green (not recording) you can quickly schedule your own recording (as long as you are teaching in a <u>room which has been equipped for lecture recording</u>).

#### Performing an ad-hoc recording

 Log into your <u>Learn course</u> that you use for your course and open Replay using the Media Hopper Replay link

- (usually called "Lecture Recordings" in the list of course contents).
- When Replay opens, click on the pink "Create" button at at the top of the screen and select "New Device Capture".
- From the Where? menu, select the room you are teaching in. You can type the name or location of the room into the search box to help narrow down the results.
- Use the Hours and minutes options to define how long your recording will last.
- From the Inputs menu, choose which of the available inputs you would like to record. The default selection is always as many inputs as possible for that particular room.
- Leave the Quality setting as High Quality as this will produce a recording suitable for playback on most devices, and by users with slower internet connections.
- If you wish to make your Ad Hoc recording a live session, then enable the Live Stream option. If you enable Live Streaming Your audience can view the live stream from within their course by logging into Media Hopper Replay and clicking on the class containing the stream, followed by the Show Live Stream button.
- Use the Publish to… menu to select the location you want your recording to be saved to. The default will be the course you currently have open.
- Click Start to begin your recording. Your ad hoc capture will either appear in your Library or as a new class within your course (depending on your choice) under the title 'Ad Hoc Capture'. A green light will appear next to it to inform you that it is recording.

#### Myth Busting

The Delcom light in the rooms acts primarily as a visual clue as to whether a recording is in process.

#### RED=Recording

#### GREEN=Not Recording

Amber=Recording Paused.

You can press the light to pause / unpause an already scheduled recording. You can \*not\* start a recording by pressing the light in the room. Instead, follow the instructions above on how to perform an ad-hoc recording.

#### **Related Links**

User guide: <u>Performing an ad hoc recording in Media Hopper</u> <u>Replay (PDF)</u>

Video: <u>View the short tutorial video on performing an ad hoc</u> recording in Media Hopper Replay

### Lecture recording scheduler

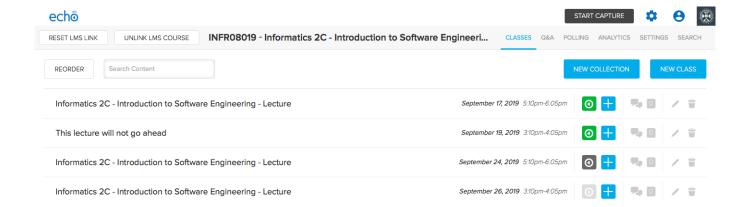
The Media Hopper Replay page for your course displays \*when\* recordings are scheduled, but not \*where\*. So, when you select the *Lecture recordings* link in Learn...



#### Lecture recordings

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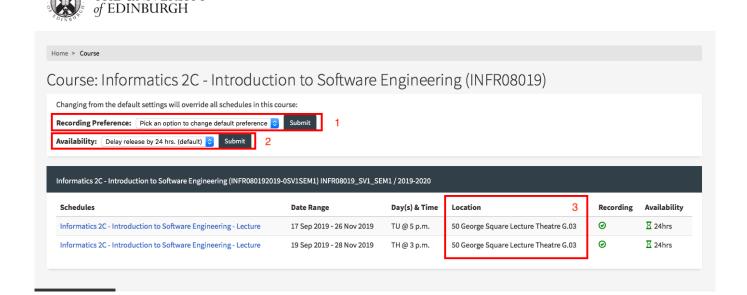
... you see something like this:



### But what if you want to check \*where\* your classes are scheduled for recording?

You can visit the <u>Media Hopper Replay scheduler</u>\*. Enter the course name or course code (be sure to select the correct instance) and you will see something like this:

THE UNIVERSITY



- you can change your recording preference and give a reason why. Please remember — this changes recording preference for all lectures within your course. If you want to change at a more granular level, please select the specific scheduled lecture (eg TU @ 5pm)
- you can change the availability of your recordings from the default 24 hour delay to 'immediately' or 'manual release'
- 3. you can enable live streaming of classes

4. you can check the location of the scheduled recordings.

Further information on the Media Hopper Replay scheduler can be found here: <a href="https://www.ed.ac.uk/information-services/learning-technology/media-hopper-replay/help-and-support/staff-help-and-support/replay-scheduler">https://www.ed.ac.uk/information-services/learning-technology/media-hopper-replay/help-and-support/staff-help-and-support/replay-scheduler</a>

\*By default, only Course Organisers and Course Secretaries are added to a course in the Replay Scheduler, so people can only see information on the site for a specific course where they have one of these two roles. Additional users can be added by the CO or CS, who will then be able to manage opt-outs and release timings.

# Teaching Spaces: news and developments



Image from teaching spaces website homepage

Learning Spaces Technology, part of Information Services, has recently <u>launched a new website</u> aimed at informing and supporting colleagues using teaching spaces.

Please note: content is still being added to the site. If you have a question relating to teaching spaces, you can log a call with the <u>IS Helpline</u> or speak with your local <u>Learning</u> <u>Technologist</u>.

#### Further information

http://www.teachingspaces.ed.ac.uk

### Mobile Capture Kit now available

I'm pleased to say Informatics now has a 'mobile capture kit' which can be booked out by colleagues. Perhaps you want to record a lecture in a space which currently doesn't have the hardware installed? Or a research seminar? Or a video answering a common question posed by your students?

You may already have some equipment which can support you in this. However, the Learning Technology service has packaged this up together for ease of use to support you in your teaching. It consists of the following:

- Windows laptop (HP Elitebook G3)
- USB Document Camera (HoverCam Solo 8Plus)
- Webcam (Logitech C920)
- USB mic (Snowball)
- Graphics tablet and pen (Wacom intuos)
- Tripod.

The laptop has the Echo360 Classroom Capture client installed which supports recording your screen, audio (via the Snowball mic) + video (via the Logitech webcam or HoverCam document camera).

It is worth noting that the mobile capture kit could also act as a mobile solution for video conferencing. Conferencing could be managed by a web browser (such as <a href="Blackboard">Blackboard</a> <a href="Collaborate">Collaborate</a>) or via an application such as Skype for Business.

If you'd like to borrow the kit, please <u>get in touch</u> with the learning technology service.



HP Elitebook G3



Logitech C920 webcam on tripod



Snowball USB microphone



Wacom tablet and pen



HoverCam Solo 8Plus + green screen