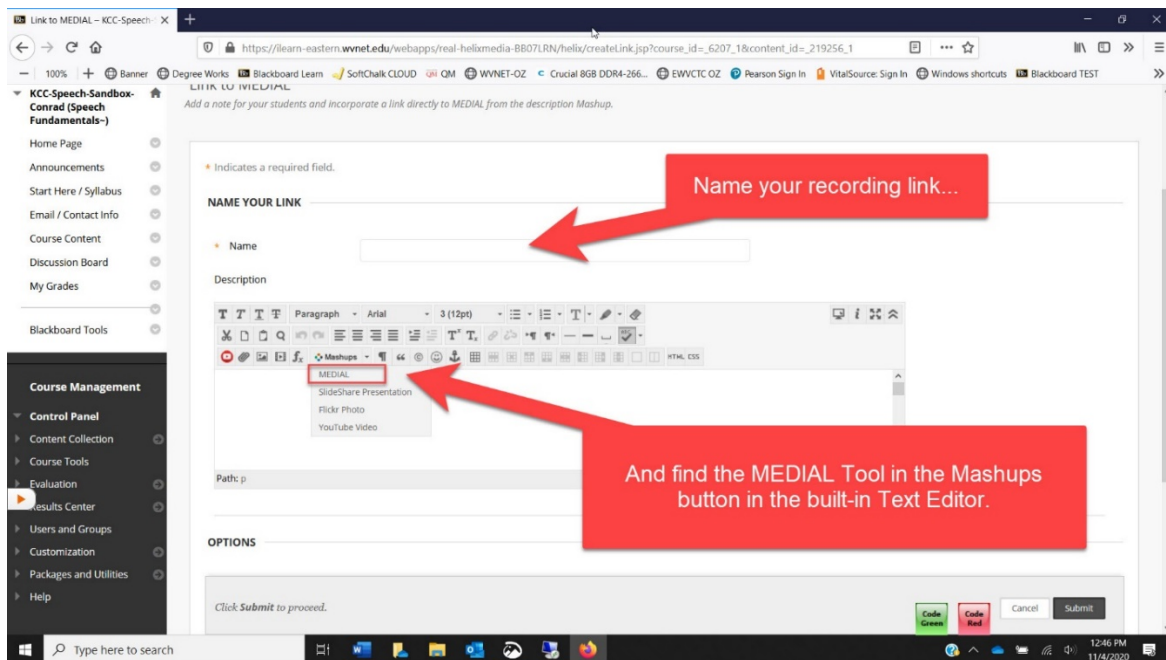
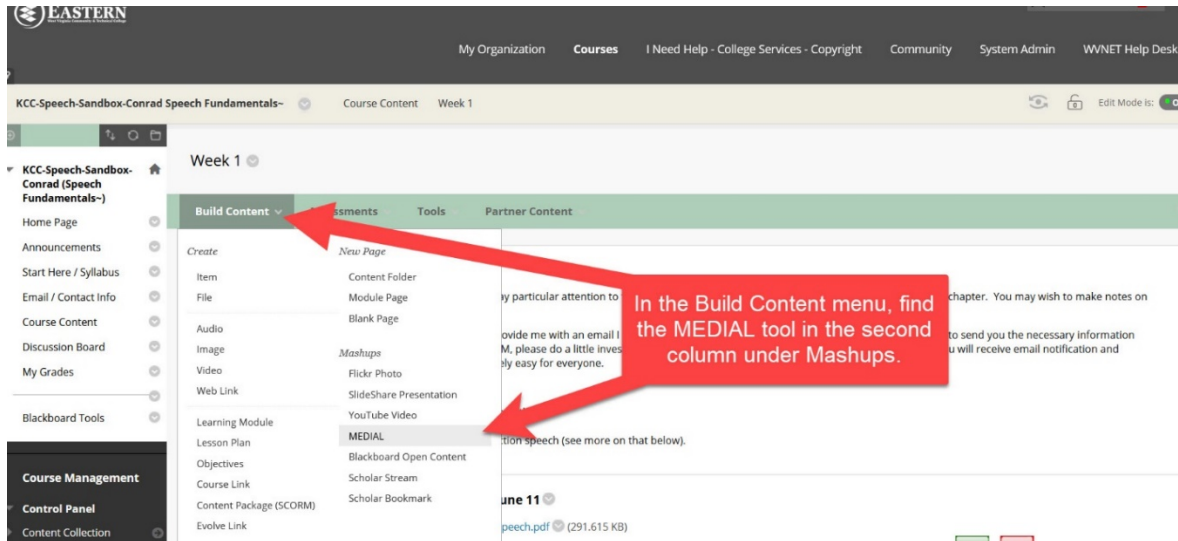


Recording course videos using the Webcam option in MEDIAL

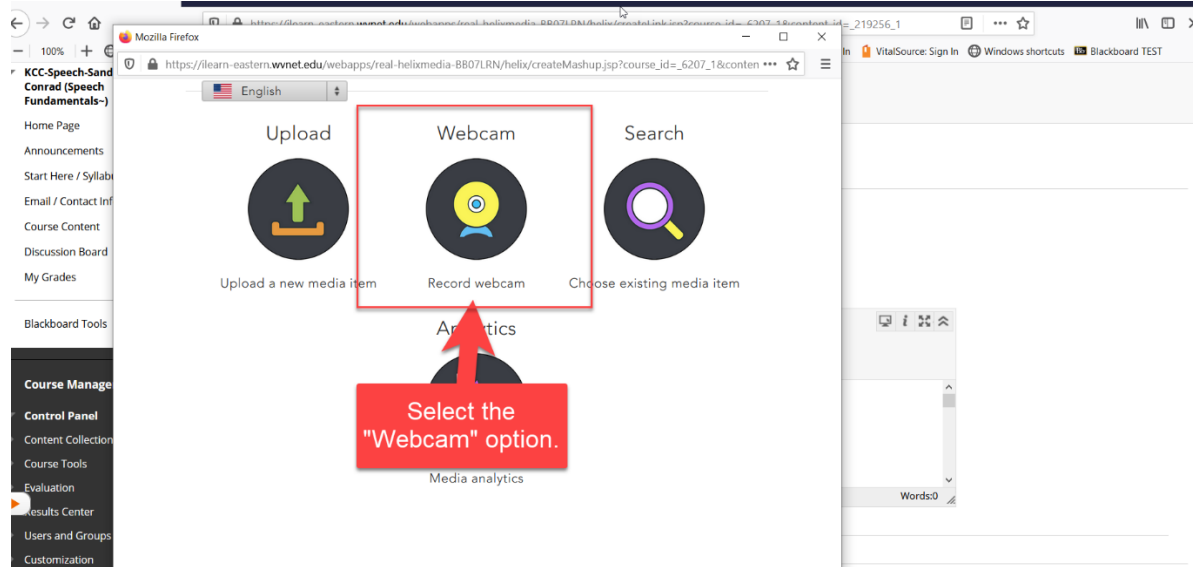
We really need to have instructors use MEDIAL for posting this type of content in their courses because it is a dedicated streaming server, which will improve the playback for students who are accessing the content on slower Internet connections. So please give MEDIAL a try!

Navigate to the content area or folder in Blackboard where you would like to add a video. (Please read the notations in the photos below for specific instructions)....

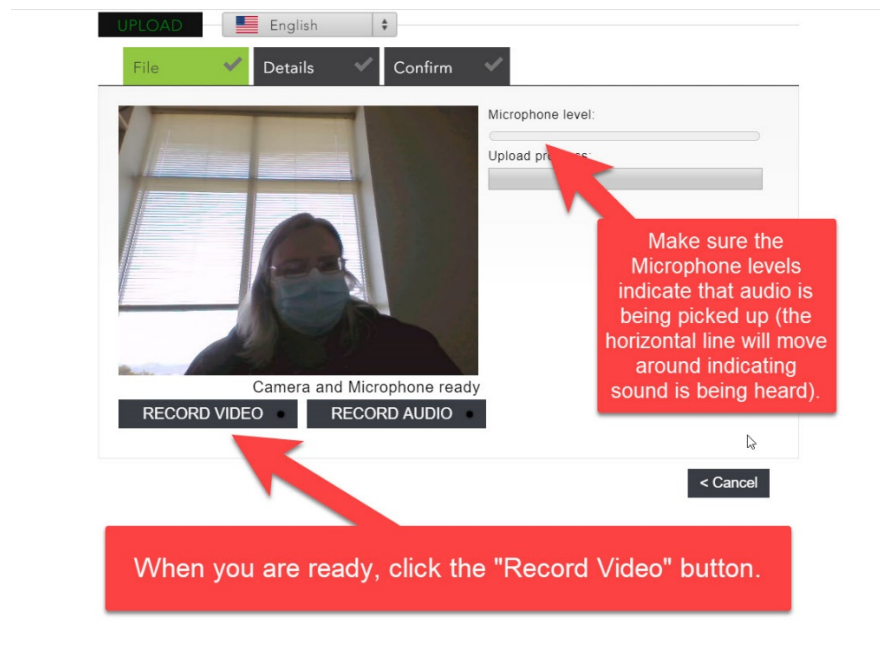


MEDIAL will launch (and if you get a box that asks if you have used the library before, just click “No.” and go back to the content area to launch MEDIAL a second time.... After that first time, you won’t see that message again).

Choose the “Webcam” option from the choices:



The following screen will appear (though you might have to first “allow” access to your webcam and microphone). From this screen, make sure the microphone is picking up sound, and then you can either **Record Video** or **Record Audio** using the buttons below the image.



Once you are finished with your recording, click the appropriate “Stop Recording” button, and then wait to make sure the Upload Progress bar says Finished. When it does, click the “Next” button at lower right. (If you don’t want to save the recording, then click Cancel. You may need to launch MEDIAL again to make another recording).

The screenshot shows a recording interface with a top navigation bar containing 'UPLOAD' and 'English'. Below this are three tabs: 'File' (checked), 'Details' (checked), and 'Confirm' (checked). The main area features a video player with a black screen and a '0:06' timestamp. To the right of the player is an 'Upload progress' bar that is green and labeled 'Finished 0.43MB uploaded'. Below the progress bar is a 'STOP RECORDING' button and a 'RECORD AUDIO' button. At the bottom right are '< Cancel' and 'Next >' buttons. Two red callout boxes with arrows point to the 'STOP RECORDING' button and the 'Next >' button.

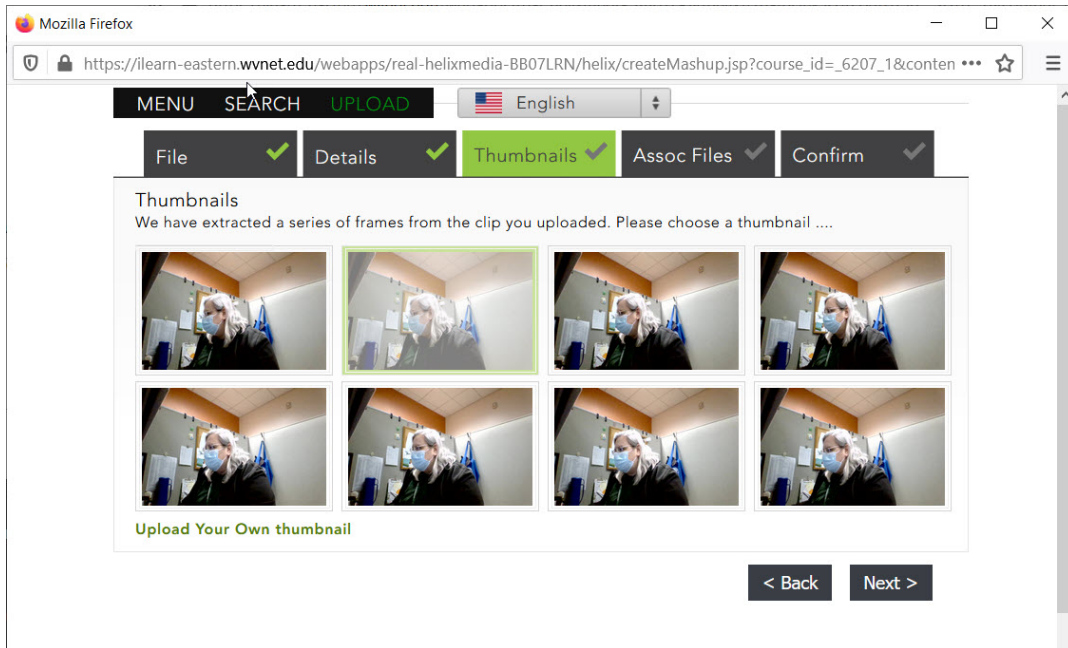
Click Stop Recording when you are finished, then check to make sure the green bar at right says "Finished." It may take a bit for it to finish uploading the video.

When Finished, click the "Next" button.

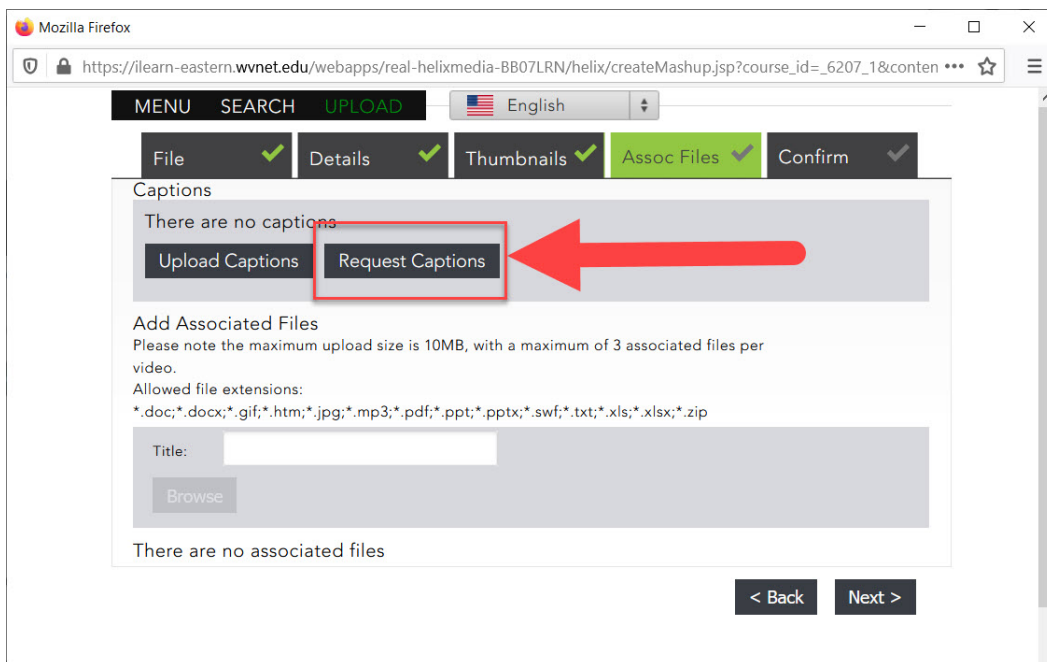
In the next screen (if the recording was okay and you want to save it), fill out the fields to the left (all three are required). You can leave the “Category” set as “Personal (Private).” Click the Next button at lower right when you are finished on this screen.

The screenshot shows a web browser window with the URL 'https://ilearn-eastern.wvnet.edu/webapps/real-helixmedia-BB07LRN/helix/createMashup.jsp?course_id=_6207_1&conten...'. The interface has a top navigation bar with 'MENU', 'SEARCH', and 'UPLOAD', and a language dropdown set to 'English'. Below this are five tabs: 'File' (checked), 'Details' (checked), 'Thumbnails' (checked), 'Assoc Files' (checked), and 'Confirm' (checked). The main area is titled 'Add New Media' and contains three required fields: 'Title *' with the value 'Sample Recording', 'Category *' with the value 'Personal (Private)', and 'Description *' with the text 'A sample recording for demonstrating how to upload videos in MEDIAL.' and a character count of '932 characters left'. To the right is an 'Add Tags' section with a search input and an 'Add >' button. At the bottom right are '< Back' and 'Next >' buttons.

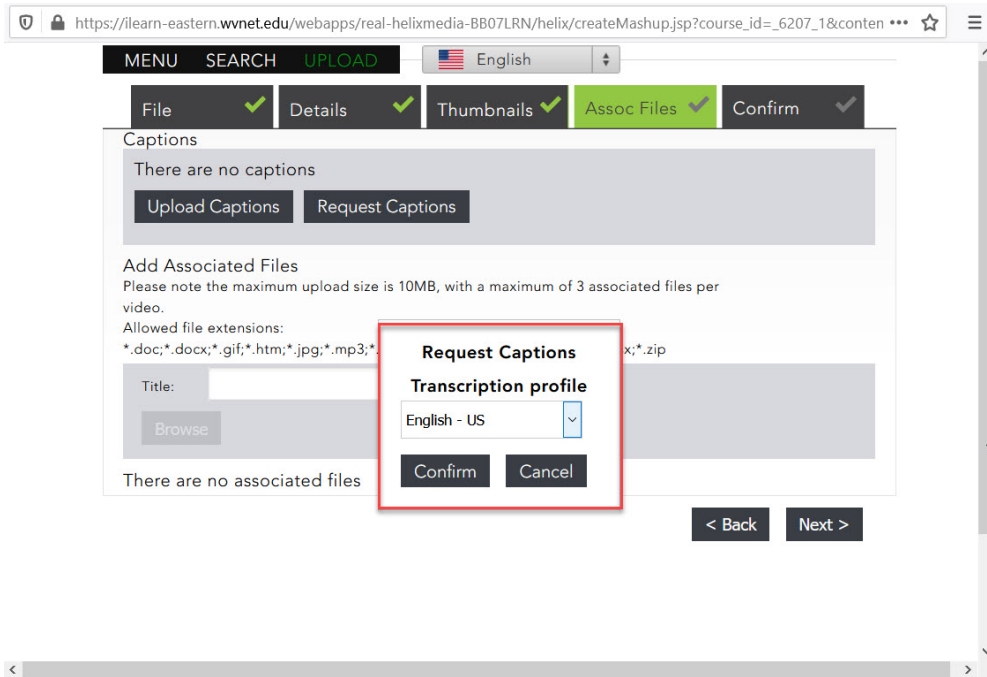
On the next screen, select one of the thumbnail images for use as the intro image on the video player screen (or use the “Upload Your Own Thumbnail” option to post your own image), and then click the Next button at lower right.



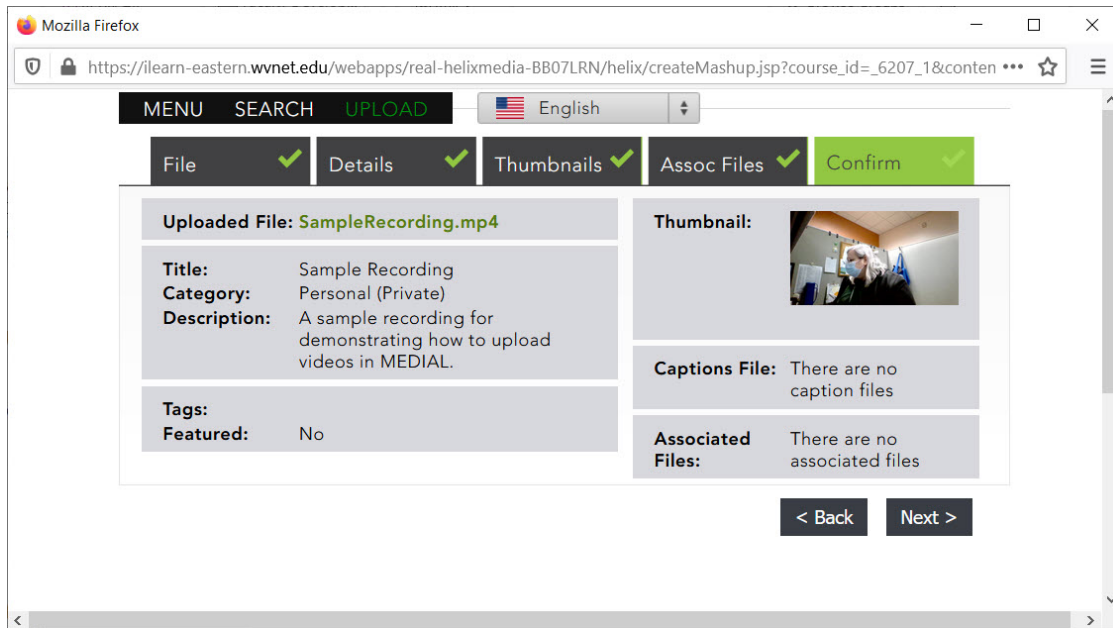
In the next screen, be sure to “Request Captions.” Selecting this option will allow for the addition of Closed Captioning for your video, which is extraordinarily important for accessibility for hearing-impaired learners. The captions will be available with the recording usually within 12 hours of the request, so plan ahead.



Select the language for the captions, “Confirm” your selection, and then click Next at the bottom right.

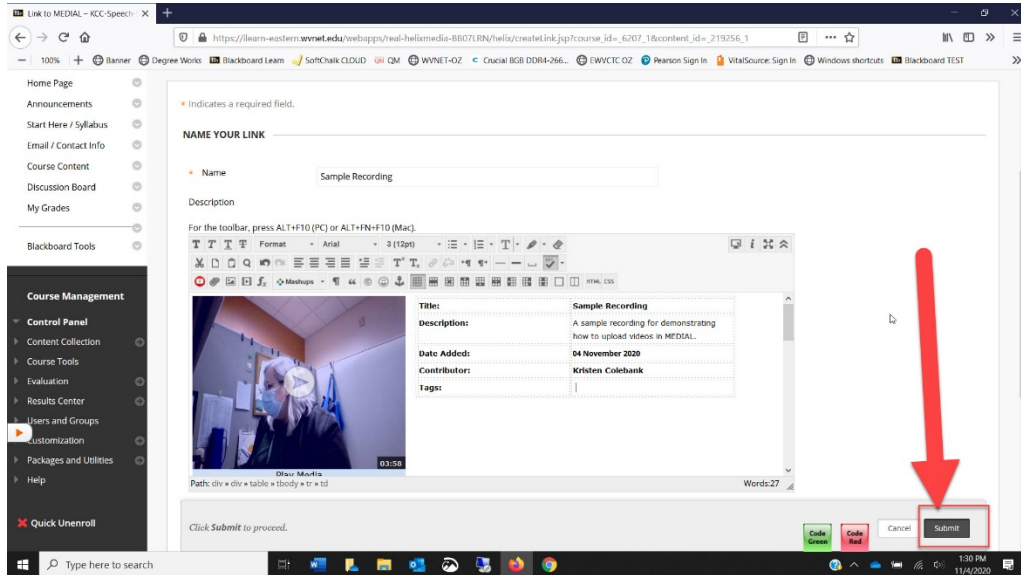


Confirm all your selections in the last screen, and then click “Next.”

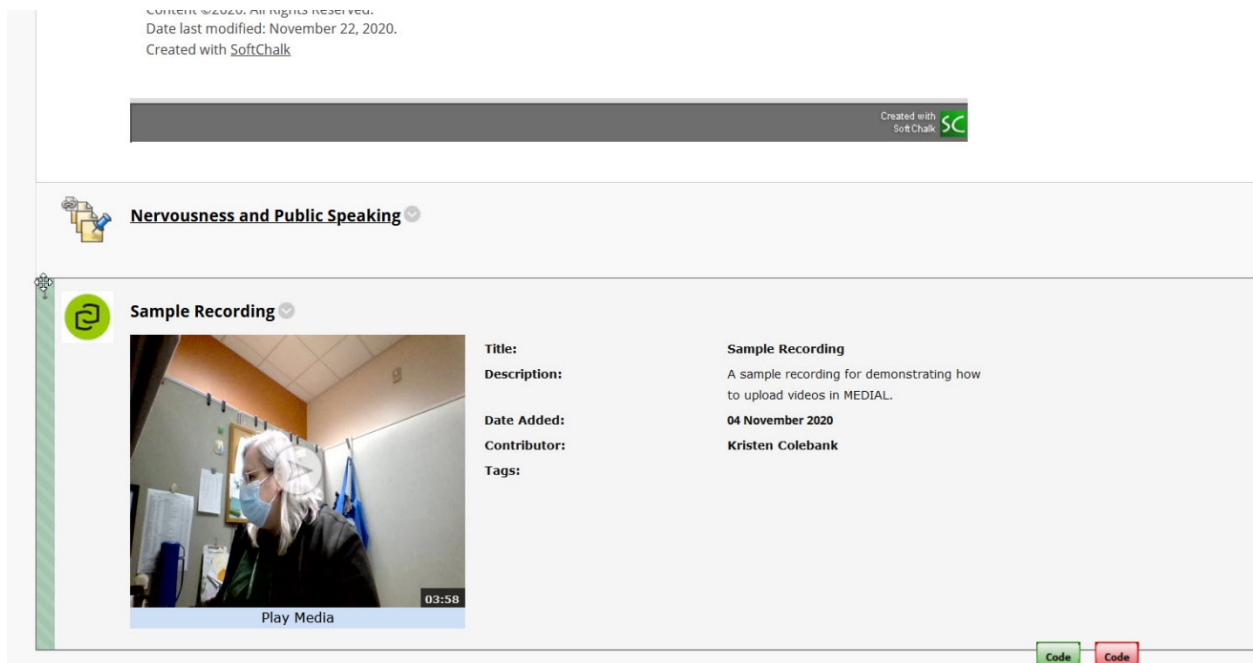


A box will momentarily appear saying that it may take a while for the processing to finish. Wait for this box to go away on its own.

Once it goes away, you will be back in the link creation area, with the recording and information visible as a table inside the Blackboard text editor. You can change the text in the table if you need to, or add text above or below the table and video image in the editor. When you are finished, be sure to click the “Submit” button at lower right.



Once you submit, the video will appear at the bottom of the Blackboard content area (as all new elements do). Here is what the recording will look like in the content area.



That's all! I hope this guide has been helpful.

Students have indicated in surveys that they want lectures from their instructors, whether they are audio or video files, so please give this a try. They don't have to be long (in fact shorter is probably better) and creating this type of content will help students.

The same process can be used to create audio lectures.

Contact me with questions!!

-- Kristen