

UICAPTURE RECORDING TIPS

Some general tips and recommendations that help make recorded media more effective and “future-proof.”

WHEN RECORDING AT HOME/OFFICE

When recording at your home or office, be sure to do a test recording first. Review the test recording for visual and audio quality, then delete the test recording before starting a new session.

WHAT CAN BE CAPTURED USING THE UICAPTURE/PANOPTO SOFTWARE?

- Camera view (face of speaker)
- Voice
- Computer sound (if sharing media)
- Computer screen (web sites, mouse/cursor)
- Videos
- PowerPoint slides

When using UICapture/Panopto, both the computer screen and PowerPoint slides will be captured as separate streams into the recording. Students can toggle between the two streams during playback.

Annotation helps retain students’ attention. You can interact with the content by moving the mouse cursor, highlighting, or circling words on the screen. These movements will be recorded in the screen capture stream.

SHOULD I USE A CAMERA?

Camera use is optional and depends entirely on individual faculty’s preference. Many faculty record the welcome/intro video with the camera to help build a connection with students.

OPTIMUM LENGTH

We recommend segments of no more than **10-15 minutes** when recording lectures. This can be accomplished simply by using natural transition points (i.e. between sub-topics) to divide up a longer lecture.

Shorter recordings:

1. Helps re-focus students’ attention between recordings (based on various studies about attention span)
2. Make it easier for students to find and review specific segments within the recording.
3. Makes it easier to make small changes in the future.

EFFECTIVE USE OF POWERPOINT

To help improve visibility, we recommend faculty to use larger fonts and high contrast colors, and avoid putting too much text on individual slides.

Reasons:

1. Makes it more accessible for students with various levels of visual disability who may not be able to distinguish different shades of light/medium colors or read small fonts.
2. The Panopto software displays a table of contents as well as thumbnails on the screen. This makes the main display window smaller, therefore the text harder to see.
3. More and more students are using mobile devices with smaller screens to access course content. Experts predict in a few years mobile devices will become more common than PCs. Making content more mobile friendly will also make them more “future-proof.”