SCENARIO A:
To capture Video, Audio, and PPT or other projected screen applications:
Full Television/Video Production (can also have a Live Webcast)

- The UIS Office of Electronic Media uses up to 3 video cameras, audio, and other special technology (i.e., for capturing PowerPoint presentations).

- When you request a television production, be sure to specify whether or not you wish to have a Live Webcast.

- You may need to have Model Release signed by the people who appear in the video. [http://www.uis.edu/webservices/tools/index.html#release]

- Distribution: The final product may be distributed on a DVD, as a Flash video for the web, or as an iTunes podcast.

- Cost: There will be hourly rate charges for this service.

- Quality: Excellent results with high quality professional production.

- Contact the Office of Electronic Media for more information: http://cspl.uis.edu/OEM/

SCENARIO B:
To capture Audio and PPT or other computer-projected screen applications:
Audio and Live Desktop (i.e., PowerPoint)

- Camtasia Relay software is already – or can be - installed on computers in campus conference rooms and classrooms.

- This software will record both audio and live desktop, for example a PowerPoint presentation.

- This software uses a Profile based on your needs. You need to tell ITS what you want to do with the recording, and they will set up a Profile for you. (i.e., if you want to end up with an iTunes podcast, ITS will make sure the profile is correct for that.)

- If you want to record audio, request a microphone from ITS. (There are many possible types of microphones depending on what you want to capture.) Be sure the microphone is plugged into the conference room or classroom computer.
Follow a few simple steps to record your presentation:

- Open Camtasia Relay from the desktop;
- Log in with your NetID and password;
- In the box that appears, type a Title and Description for your presentation. You will also need to select a Profile. See this web page for more info: [http://www.uis.edu/informationtechnologyservices/iss/camtasiar.html](http://www.uis.edu/informationtechnologyservices/iss/camtasiar.html)

Distribution: After the presentation, you will receive an email with a URL where you can view the presentation. It may take up to an hour for the URL to become available. You may also wish to create an iTunes podcast.

Cost: Free - there is no cost for this technology.

Quality: There is no Video. Audio quality will depend on setup and users. Live desktop capture will be good.

See the ITS website for more details: [http://www.uis.edu/informationtechnologyservices/iss/camtasiar.html](http://www.uis.edu/informationtechnologyservices/iss/camtasiar.html)

SCENARIO C:
To capture Video, Audio and other projected screen applications:

Simple Lecture Capture

- Two classrooms have been equipped with ECHO 360 technology to record your lecture. They are located in BRK 141A and UHB 2025. Please schedule with the ITS department to use these rooms. If a large room is required, please schedule UHB 2034 as an alternative. A mobile cart with ECHO 360 technology is available for this classroom and for very limited use elsewhere.

- They will come to your location and set up everything for your presentation.

- Distribution: When the presentation is over, they will give you a URL where you can view the presentation.

- Cost: This technology may be used for a small fee.

- Quality: This method is fast, easy, with adequate results, but is not considered a high quality professional production. We do not recommend using this type of production for an iTunes podcast.

See the ITS website for more details: [http://www.uis.edu/informationtechnologyservices/iss/lecturecapture.html](http://www.uis.edu/informationtechnologyservices/iss/lecturecapture.html)