

1Button Studio Plus

Recording with the 1-Button Studio Plus

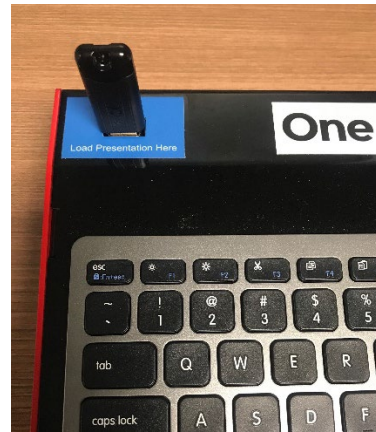
The 1BS+ is a fast and easy way for faculty to record short, high-quality lectures to supplement in-class material

The following is a summary of the steps in the recording process:

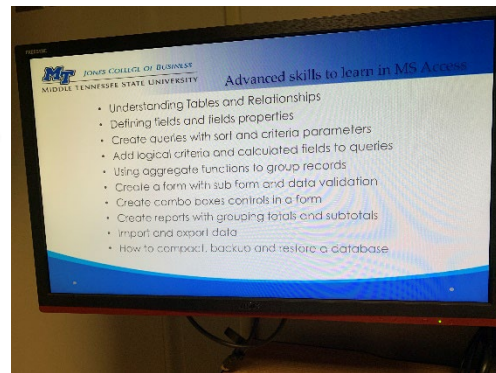
- 1) The station should be ready to go when you enter the studio. The right screen should say “**Insert USB drive to begin :)**”



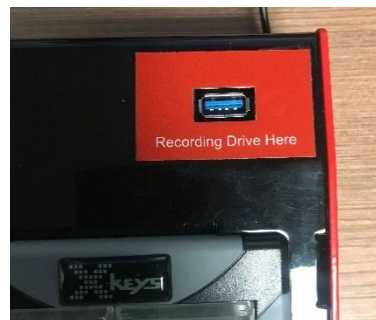
- 2) On the left computer, insert the USB drive containing your presentation into the “**Load Presentation Here**” USB port.



- 3) After a few seconds, click into your drive’s icon that will appear on the desktop and drag your presentation to the desktop. After the presentation file finishes copying to the desktop, open it in *full screen*.

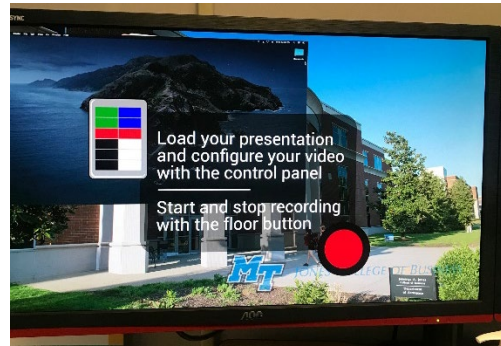


- 4) Once the presentation is full screen on the desktop, remove your drive and place it into the “**Recording USB Drive Here**” port. The production lighting should turn on 15-30 seconds after.



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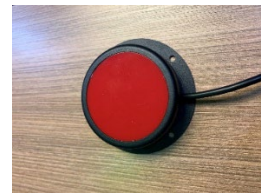
- 5) The screen will change and offer further instructions.



- 6) Use the keypad to select what background picture to use, the MTSU logo, and if you want the presentation slides on the left, right, or fullscreen.



- 7) Find the clicker and the red button. You will use the presenter clicker to move through the presentation.



- 8) With clicker in hand, the presenter should position themselves on one of the T shaped markers to begin recording.



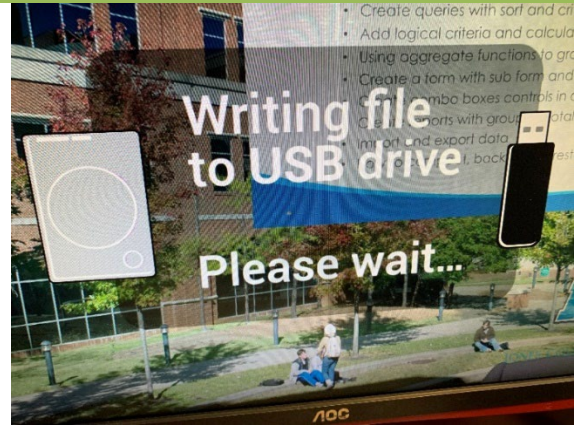
- 9) Press the red recording button once to start recording. Make sure that **to not press the button twice in a row.**

- 10) If the button is accidentally pressed before everything is ready, wait 10-15 seconds before pressing it again to stop the recording.

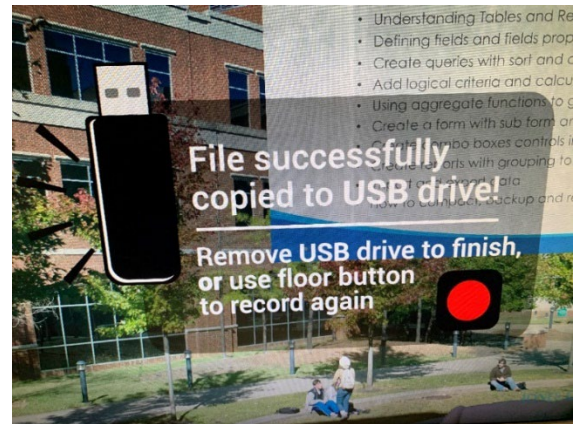
- 11) To conclude the recording, say the concluding phrase (i.e., "This concludes the presentation") and wait 3 seconds before you press the red button again to stop the recording.

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12) Once the recording stops, the system will automatically begin processing the recording. A message showing a progress bar will pop up on the screen. Do not remove the USB drive immediately, this process may take a few minutes.



13) Once the file is written to the USB drive, there will be a message saying the file was successfully copied.



14) At this point, you may remove the USB drive or select another presentation and start recording another session.

15) Upload your presentation to Panopto and get benefits such as branding, class video management, variable play speed, captions, usage statistics, discussions, notes, video quizzes, and full search capabilities.



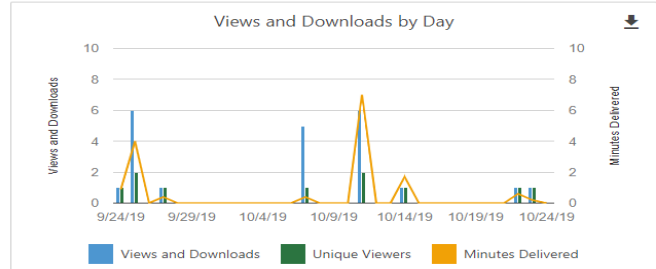
Some tips for the presenter to keep in mind before recording include:

- 1) Use big, bold dark fonts with light backgrounds.
- 2) Make room for the presenter when building the slides, if you intend to use "Presentation Fullscreen."
- 3) Always try to start and conclude with the same phrases for consistency.
- 4) Wait 3 seconds after the conclusion phrase before stopping the recording.
- 5) If recording multiple presentations, consider using alternating clothing, background images, and presentation alignment (left or right).
- 6) Remain in relatively the same place for the duration of the recording, refrain from back and forth or side to side motion.
- 7) During the recording process, **NEVER CLICK THE BUTTON TWICE IN A ROW**. If the button is pressed on accident and the recording begins, wait 10-15 seconds and press it again to stop.

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Folder Dashboard

Last 30 days



Top Sessions

| Session | Views and Downloads | Minutes Delivered | Average Minutes Delivered | Unique Viewers | Top-Level Folder | Creator |
|---------------------|---------------------|-------------------|---------------------------|----------------|------------------|----------------|
| MS PowerPoint Intro | 11 | 10.2 | 0.9 | 2 | | Carlos Coronel |

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Annotating your recording

You can use the (digital lightboard) tablet and pen to annotate your presentations. The digital lightboard allows you to write directly on the live video output. Use the pen to select color, size, shape and also to erase the annotations.

