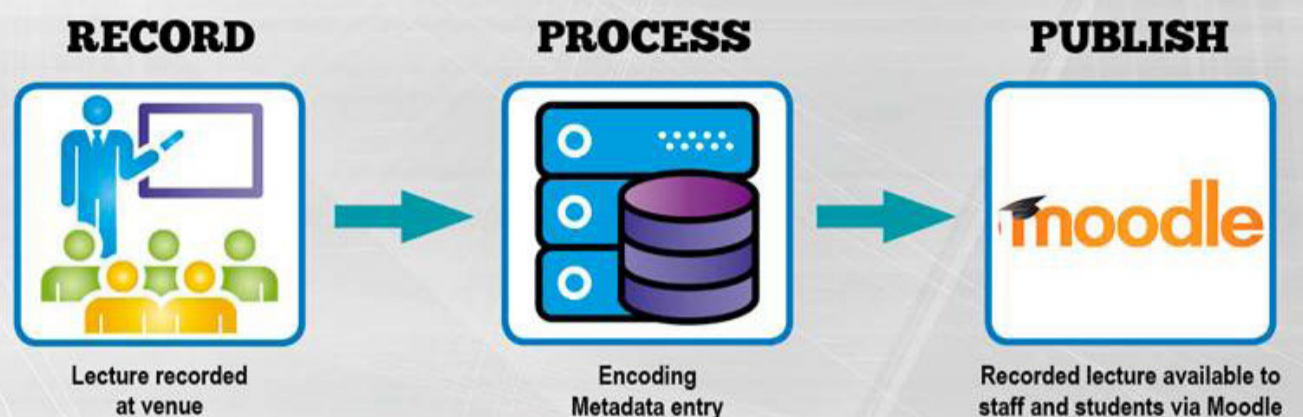


Guide to LECTURE CAPTURE @ USP

WHAT is Lecture Capture?

Lecture Capture is recording any classroom activity, including anything displayed electronically on the computer, as well as audio of the room. The recording of these activities is then made available for students to view online in Moodle. USP uses a combination of Extron and Opencast systems for the lecture captures in the teaching venues. Lecture captures take around 36 hours to appear in Moodle.

Lecture Capture Workflow



WHY Capture Your Lecture?

- ✓ Allow students to review lectures. Help students who miss class to review class content prior to next class session.
- ✓ Enable students to review class content at their own pace.
- ✓ Help students with disabilities.
- ✓ Help you review your own presentation for further enhancement, e.g. PPT quality, verbal delivery – pitch, tone, clarity.
- ✓ Capture guest lectures and one-off sessions for repurposing and reuse as Open Educational Resources.
- ✓ Extend “class time” with students for more interactive activities; students come to class better prepared having listened to your lectures in their own time out of class.

HOW do I Capture my Lecture?

Take a look at the image below and follow the 4 steps.



1. To get to the recorder screen as shown in the image above you can tap on the “Recorder” button.
2. Tap on the “Start Recording” button to begin recording.
3. When you are done with your session, tap on the “Recording stopped” button.
4. Should you require a moment of pause in between lectures, tap on the “Pause Recording” button.

Note :

Should the screen be switched off, press the button labelled ‘1’ in the image above to switch it on. Only lecture capture enabled venues can record your lectures. Contact the ITS helpdesk helpdesk@usp.ac.fj for further information.

Some Useful TIPS

- ✓ Make clear to students why you are using lecture capture. It is important they understand the pedagogical values of using this technology.
- ✓ Talk with students about how they should use the lecture recordings to improve their own learning.
- ✓ Create activities that require students to engage with the recorded content and others in the class to achieve deeper understanding of material.
- ✓ Keep your PowerPoint presentation simple – avoid cluttering your slides with excessive content and unnecessary colours, images and videos. Identify the content of the lecture on your first slide, e.g. course (code/title), week and topic.
- ✓ Think about your presentation location and ensure your mic is active wherever you are in the venue. Avoid loud accessories that might be heard by the mic.
- ✓ Repeat student questions during the recording to make sure it is captured in the recording.
- ✓ Discuss the details of when the recordings will be available, how they access them and who will have access.

Resources:

- Digital Pedagogy Guide: Lecture Capture by Leeds Beckett University, <http://www.leedsbeckett.ac.uk/digiped>
- Effective use of Lecture Capture by Katie McDonald, <http://cardinal.sjfc.edu/dotAsset/f2a977a7-0499-4d23-9760-7d71bc5dd86d.pdf>
- How to move beyond lecture capture: pedagogy guide by Clive Young & Sylvia Moes, http://www.uoh.fr/front/documents/pdf/how_to_move_beyond_lecture_capture_pedagogy_guide.pdf
- Lecture Capture Project by The University of the South Pacific, <http://cfl.usp.ac.fj/index.php?id=19188>