

Classroom Lecture Recording with Warpwire (in 5 Easy Steps)

This document describes a method for recording classroom lectures using Warpwire.

- Using this method, you can record lectures in the classroom, including PowerPoint presentations or other visuals displayed through the instructor/podium computer.
- Optionally, you can choose to record your "talking head" along with your presentation.
- Note that this method will not allow you to capture writing on the whiteboard, class discussion, interactive class activities, hands-on activities, etc.
- **IMPORTANT!** In classrooms, instructor/podium computers do not have video cameras or microphones, which you will need. You can check out a portable webcam/microphone from Information Technologies Services (ITS) (helpdesk@durhamtech.edu).

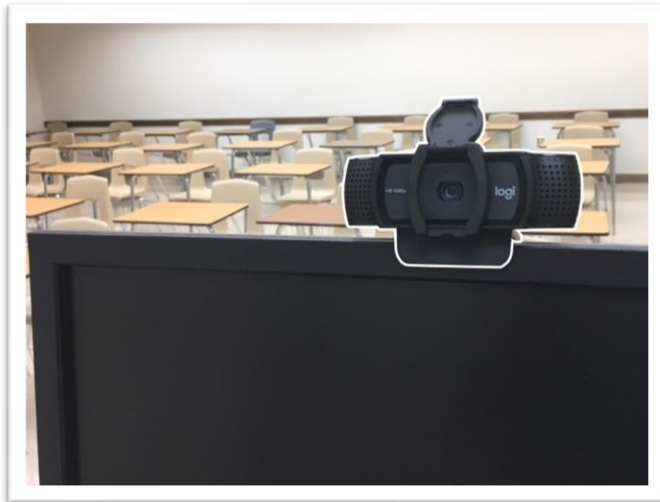
Prior to class

- If you do not already have a webcam/microphone, [submit a work order to ITS](https://workorders.durhamtech.edu) [workorders.durhamtech.edu] at **least one week before your scheduled class session** to "check out" a webcam.


In the classroom

STEP 1: Set up your webcam

1. Plug your webcam into one of the **USB ports on the front** of the installed classroom PC, and position the webcam on the top of the monitor (*make sure the webcam is facing you!*).

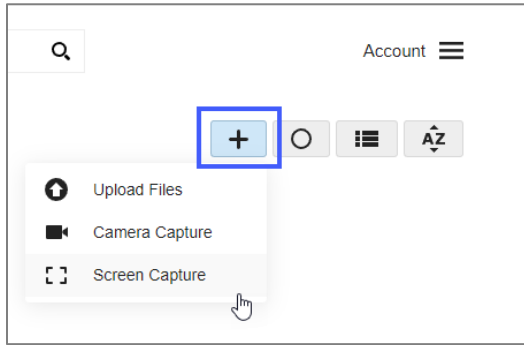


Note: In some classrooms, particularly computer labs, the monitor on the instructor computer may have a USB port you can plug the webcam into.

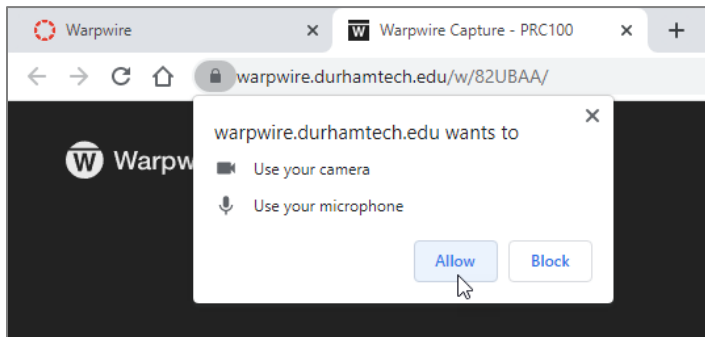
2. Open your lecture presentation materials (PowerPoint, etc.)
3. Open **Chrome** () web browser.
4. Sign into [Canvas](#) and go to your course site. Click on **Warpwire** in the course menu to go to your Media Library.

STEP 2: Set up Warpwire

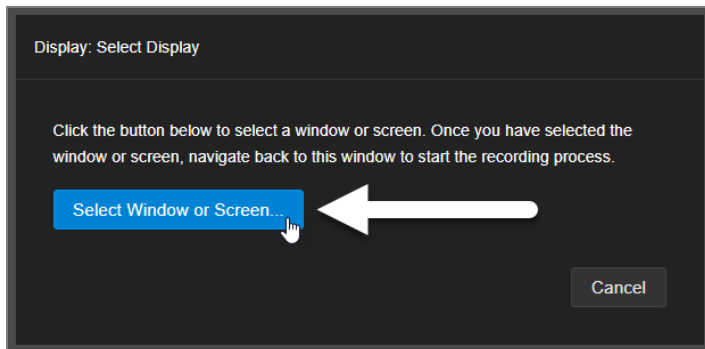
1. In Warpwire, click the plus (+) button, and select **Screen Capture**.



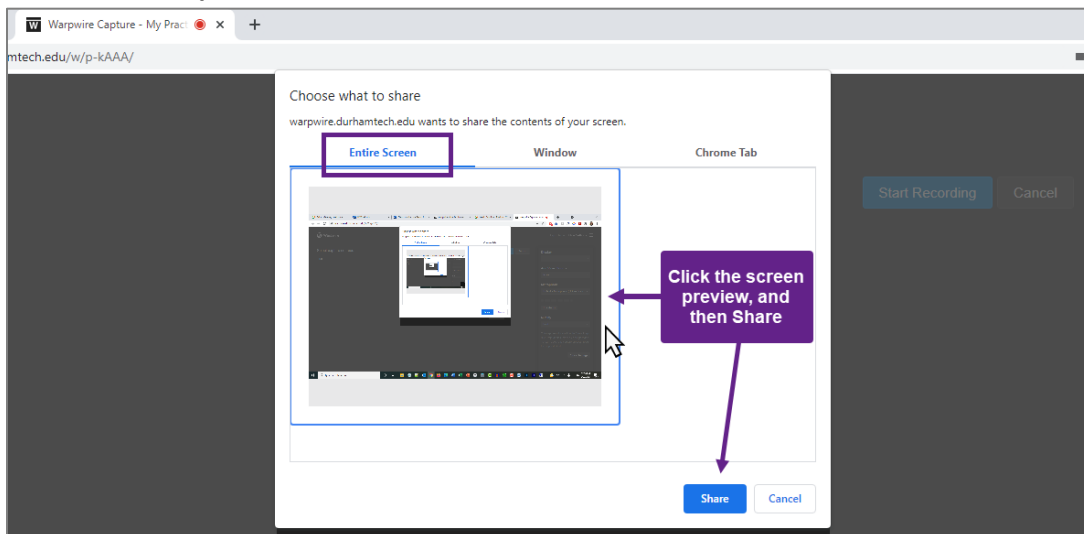
2. The web browser may ask for permission to use the camera and microphone. Click **Allow**.



3. A dialog box appears. Click **Select Window or Screen** to let Warpwire know which content you want to record.



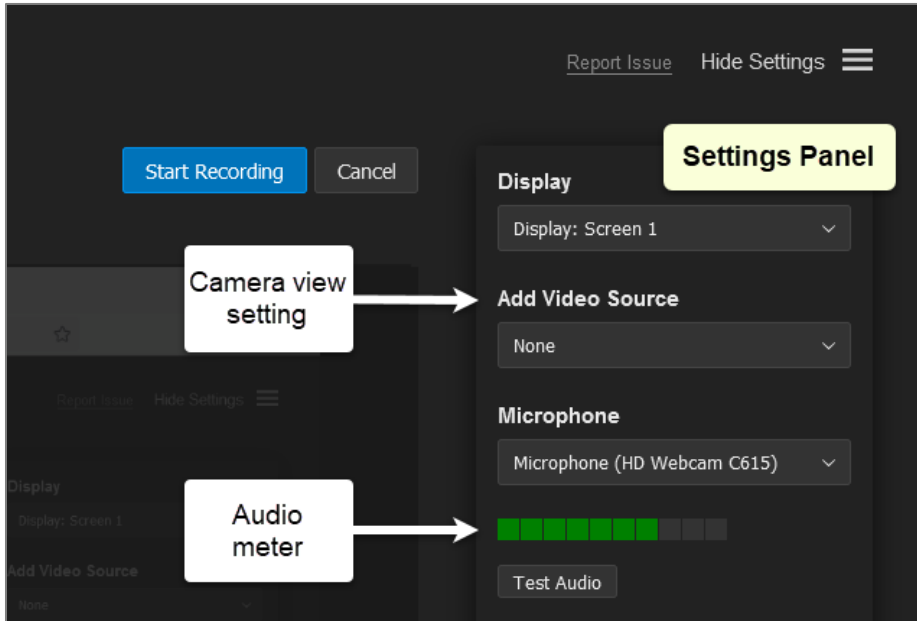
4. The web browser displays a screen preview and asks you to select a screen. Make sure **Entire Screen** is selected.
5. Click the **screen preview** to select it. Then click **Share**.



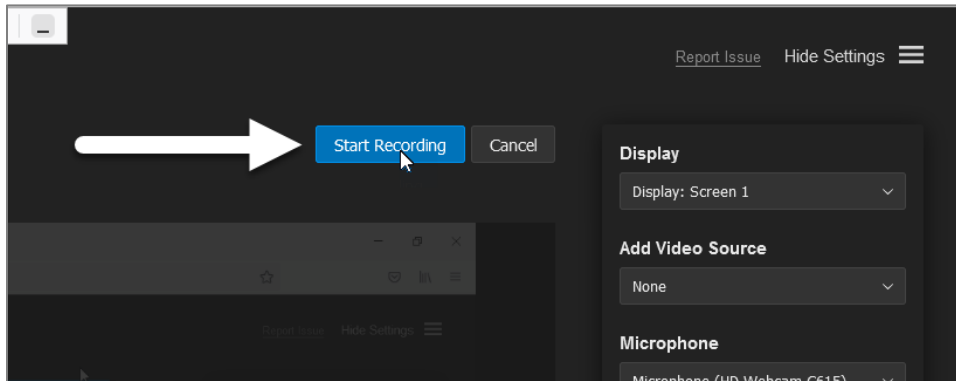
STEP 3: Check your settings and create a test video

Creating a short test video is the best way to ensure everything is working before recording your "real" video.

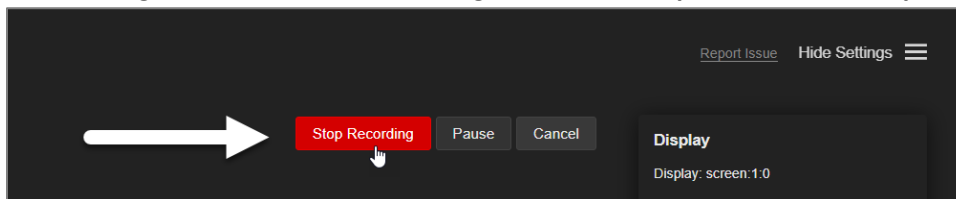
1. To check your settings, locate the **Settings panel** on the right side of the screen:
 - **Test the Audio.** You should see the meter below the selected microphone turn green as you speak.
 - **Add a camera view of yourself (optional).** Locate the Add Video Source drop-down and select the webcam to activate it. It will be displayed along with the screen image.



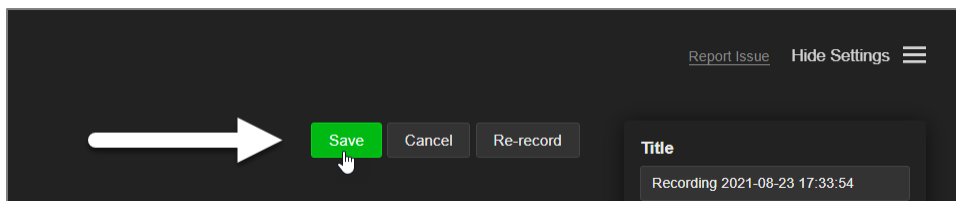
2. To record a test video, click the **Start Recording** button. Navigate to your presentation or Canvas site and record a brief, **10-second test video** while you speak.



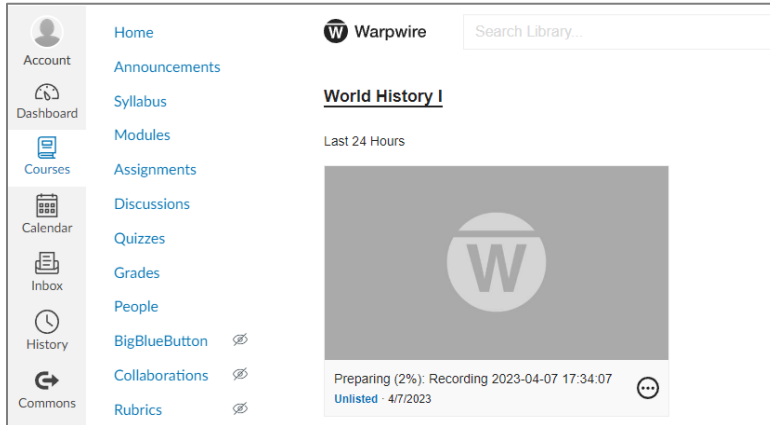
3. After talking for about 10 seconds, navigate back to **Warpwire** and click **Stop Recording**.



4. Click the Save button.

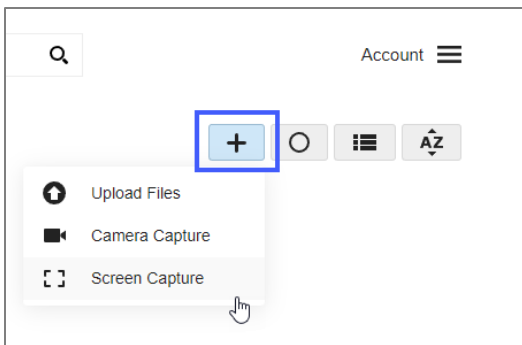


5. After your test recording saves, you will be returned to the Warpwire tool in Canvas. The video will be queued for uploading and processing. Once the process is complete, click on the test video to play it and to **verify** that the recording was successful.



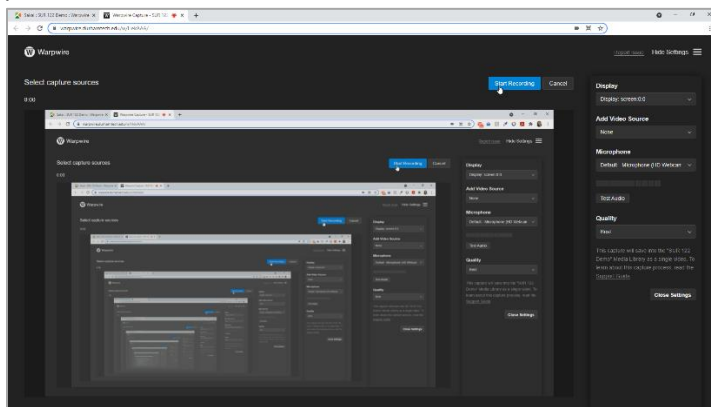
STEP 4: Record your lecture

When you're ready to record your lecture, click the plus (+) button in the Warpwire tool, and select **Screen Capture** to repeat the process (as detailed in STEP 3 above).



PLEASE NOTE:

- Try to remain **within six feet of the webcam** for best audio quality.
- The screen displayed on the Warpwire preview will have a “tunnel” effect. This is normal and occurs only on the preview screen. When you see this, simply open and show your PowerPoint presentation as normal, and the presentation will be recorded.

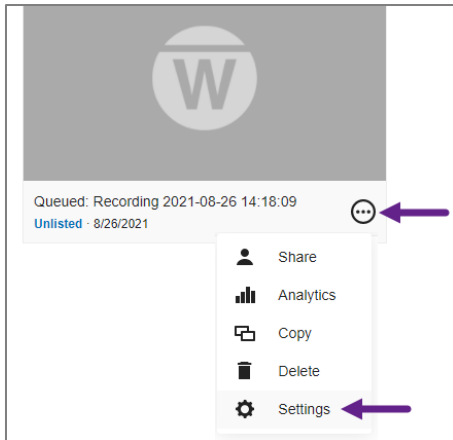


STEP 5: Finalize your recording and make it visible to students

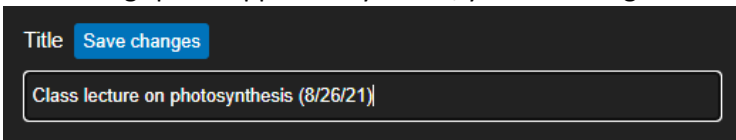
1. When you finish your lecture, navigate back to **Warpwire** and click **Stop Recording**. Then click **SAVE**.
2. After your recording saves, you will be returned to the Warpwire tool in Canvas. It may take a few moments for your video to appear. The video will be queued for processing.
3. **IMPORTANT:** Your video is marked "**UNLISTED**" which means **your students cannot see it**.

To make the video visible to students:

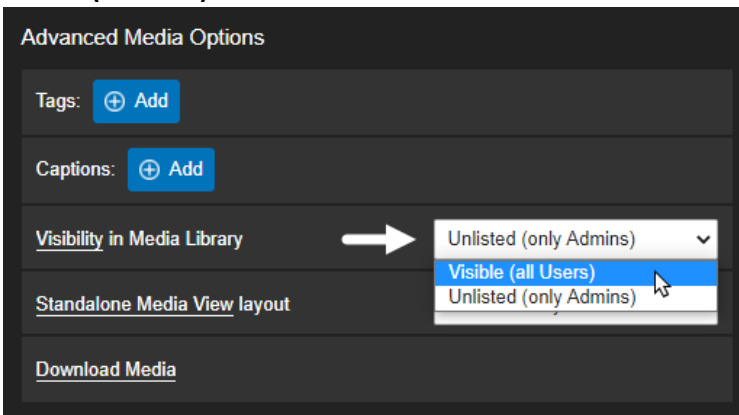
- In the lower right corner of the video, click the options icon (⋮) and choose **Settings**.



- The Settings panel appears. If you like, you can change the Title, then click **Save changes**.



- Scroll down to "Advanced Media Options". Beside the **Visibility** option, click the drop-down and select **Visible (all users)**.



- Click **X** in the upper right to close the Settings panel.
- The video will no longer be marked "Unlisted". Now, when your students click on Warpwire in your Canvas site, they will see the video and can view it.

NOTE: If you prefer, you can embed the video elsewhere in your Canvas site – such as in a Module or on a Page – for students to view there. If you choose to do this, you can leave visibility at "Unlisted". Students can see unlisted videos *if you "embed" them somewhere in Canvas*. But, with this option, they cannot see unlisted videos in the Warpwire Media Library in the course.

- For details on embedding Warpwire videos in Canvas, see [Inserting Videos in Canvas](#).
- Refer to [Warpwire Resources and Handouts](#) for more information on using Warpwire.