Practice Skills Lab Recording Download Guide

Log in to the Computer by clicking once on the "Student" icon

Setting up:

1.   Double Click on the icon titled "Chrome" on the Desktop.

2.   Log in using your UW NetID as username and your NetID password.

3.   Select the Observe tab located to the right of the window.

4.   Select the room number you will be recording in from the list of cameras on the left side of the screen. Click on the number of the room, not the checkbox.

5.   Click on the red "Record" button near the top of the window.

6.   Fill out the form that shows up on the left and save it.

7.   If you need to share the video with an instructor on the pop-up form click "Sharing" then on the + arrow next to "Instructors". A list of the instructors will pop up by NetID and click on the ones you want to share with.

8.   Make sure the camera is pointing towards all the participants. To move the camera, first click once on the camera view window. Then click the "✛" icon that shows up on the bar at the top. The camera can be moved by clicking on the spot you want it to focus on. To stop moving the camera, click on the icon again.

9.   Once everything is setup and you are ready to start click on the red "Start Recording" button on the left.

10.   When you are done recording, click on the gray "Stop Recording" button on the left. A pop-up will show on the right asking if you are sure to stop. If you are, click on the "Stop" button on the left side. Otherwise, click on the "Cancel" button on the right side to continue recording. After you are done recording, it should be automatically saved with the assignment name you had set.

11.   To watch your video after the recording is done, click on the "Review" button on the left side of the screen and then click on your video from the list that appears.

12.   To download your video, go back to the "Review" page and click on the "Options" button on the right. Then scroll over to the "Download" button and click on the room number for the video or the "Create Audio Only" button.

Log out:

13. Click on the user on the top right corner and then the "Logout" button.