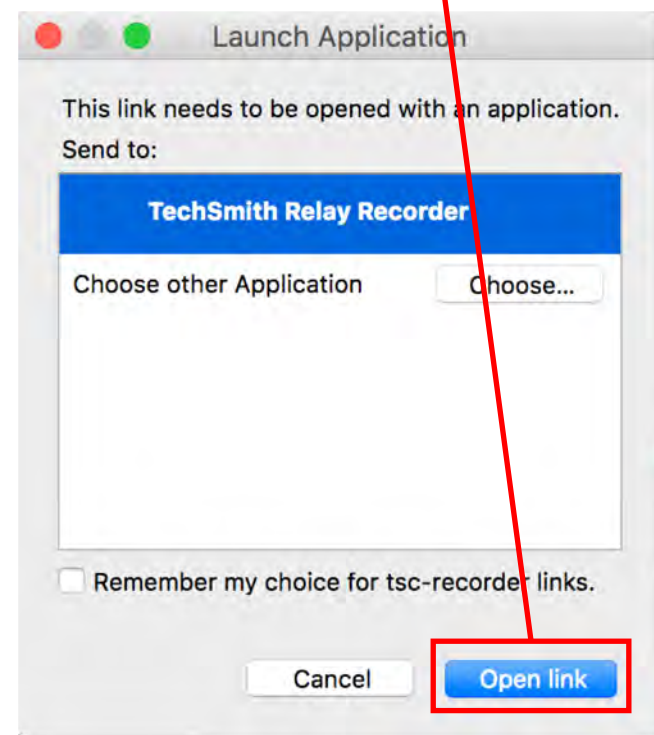
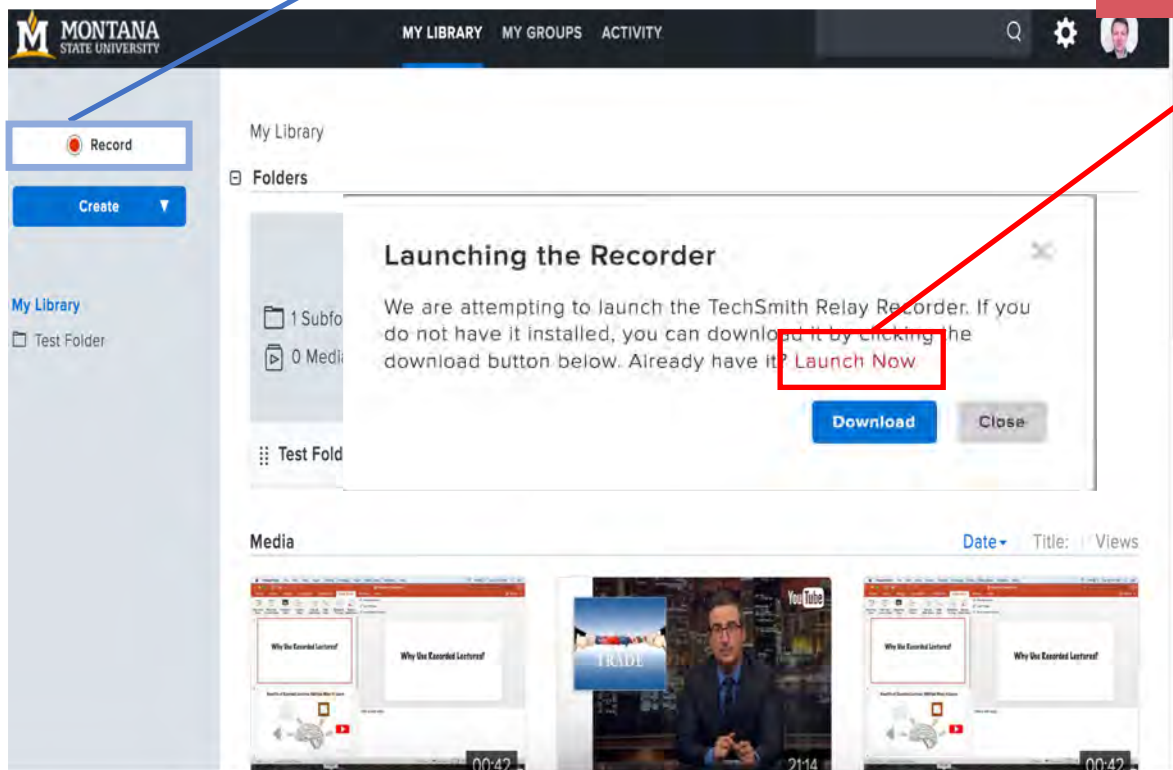


# Starting, Pausing, and Stopping a Recording

➤ **STEP #1: Hit the record button**

➤ **STEP #2: Select Launch Now. Note that it may prompt you to select a program when using a Mac, select Open Link.**



# Starting, Pausing, and Stopping a Recording

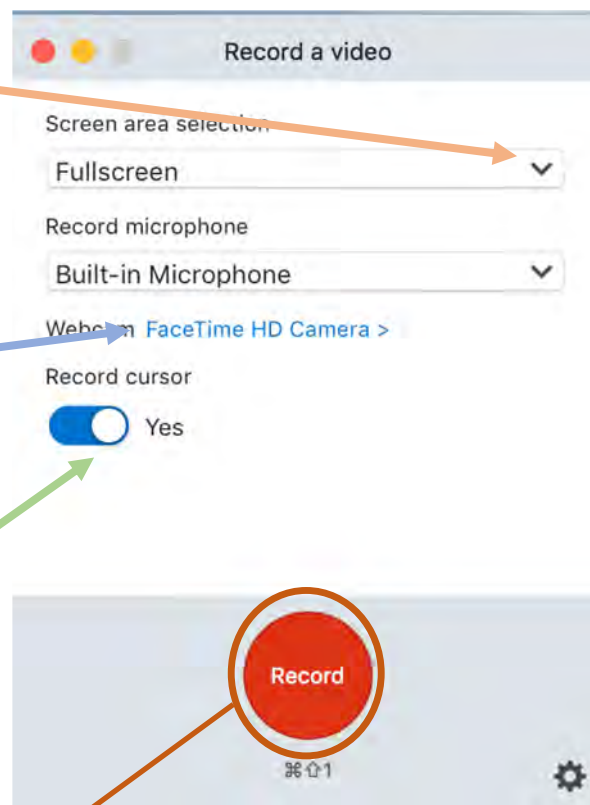
## ➤ STEP #3: Apply settings

**Screen Area Selection:** Select Fullscreen or Region. If you select a Region to record, it will prompt you to select a region by dragging a grid over the area of the screen after hitting the record button.

**Webcam:** Turns on the computer's webcam. Note that this is a fullscreen mode, but you can turn this off and on during the recording to record just what appears on the screen..

**Record Cursor:** This will record cursor movements for highlighting areas of a screen but can be turned off to not include the cursor for the viewer.

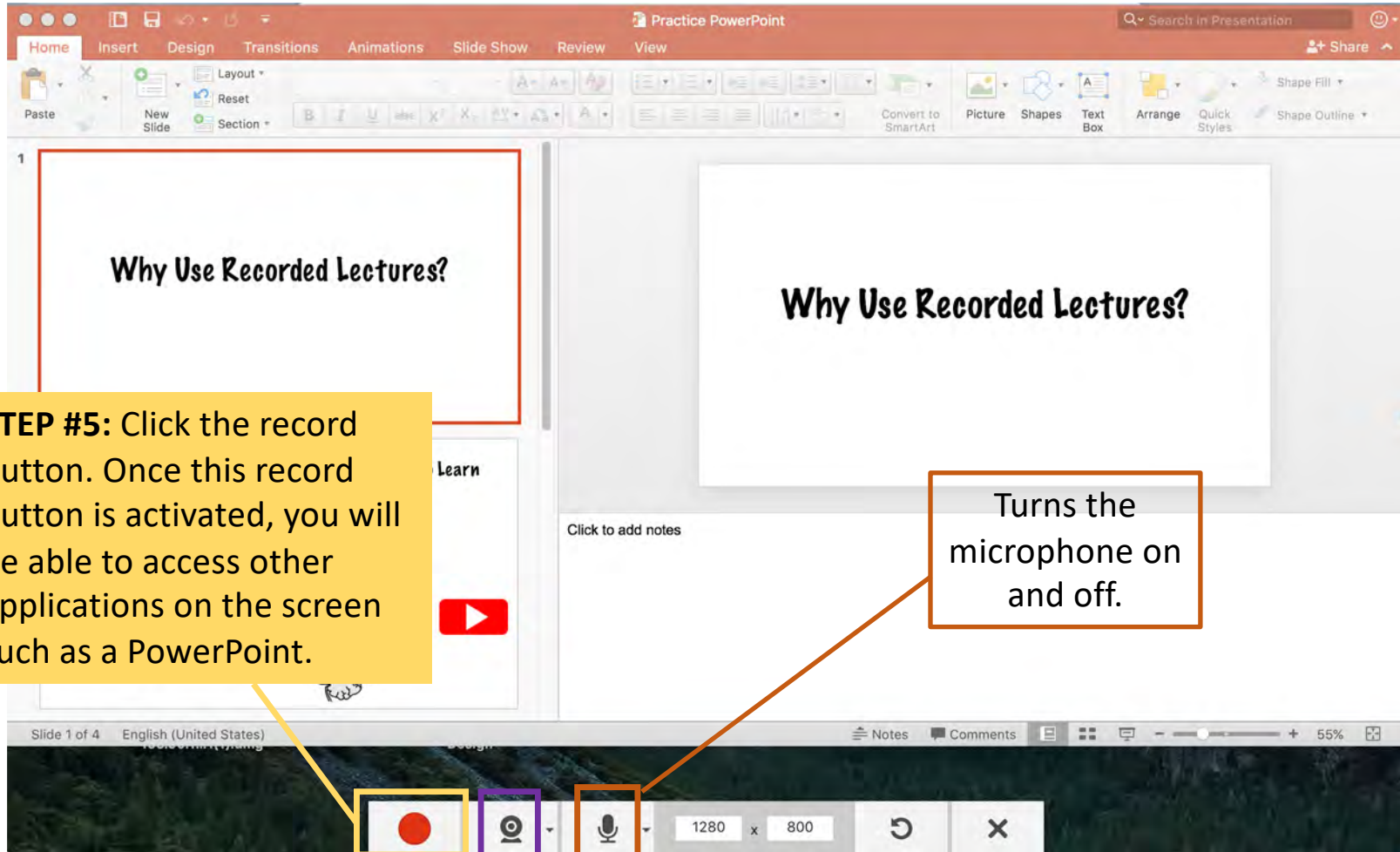
➤ **STEP #4:** Click on the Record Button. Note that this will not start the recording but will bring up another interface.



\*Note that if the recorder has already been opened, you can bring it up by clicking Relay Icon in your taskbar. This can be useful if a PowerPoint or Browser Window is opened on the screen and blocking the recording interface.



# Starting, Pausing, and Stopping a Recording



➤ **STEP #5:** Click the record button. Once this record button is activated, you will be able to access other applications on the screen such as a PowerPoint.

Turns the microphone on and off.

Turn the Webcam off or on to start, this can be done during the recording as well.

## Starting, Pausing, and Stopping a Recording

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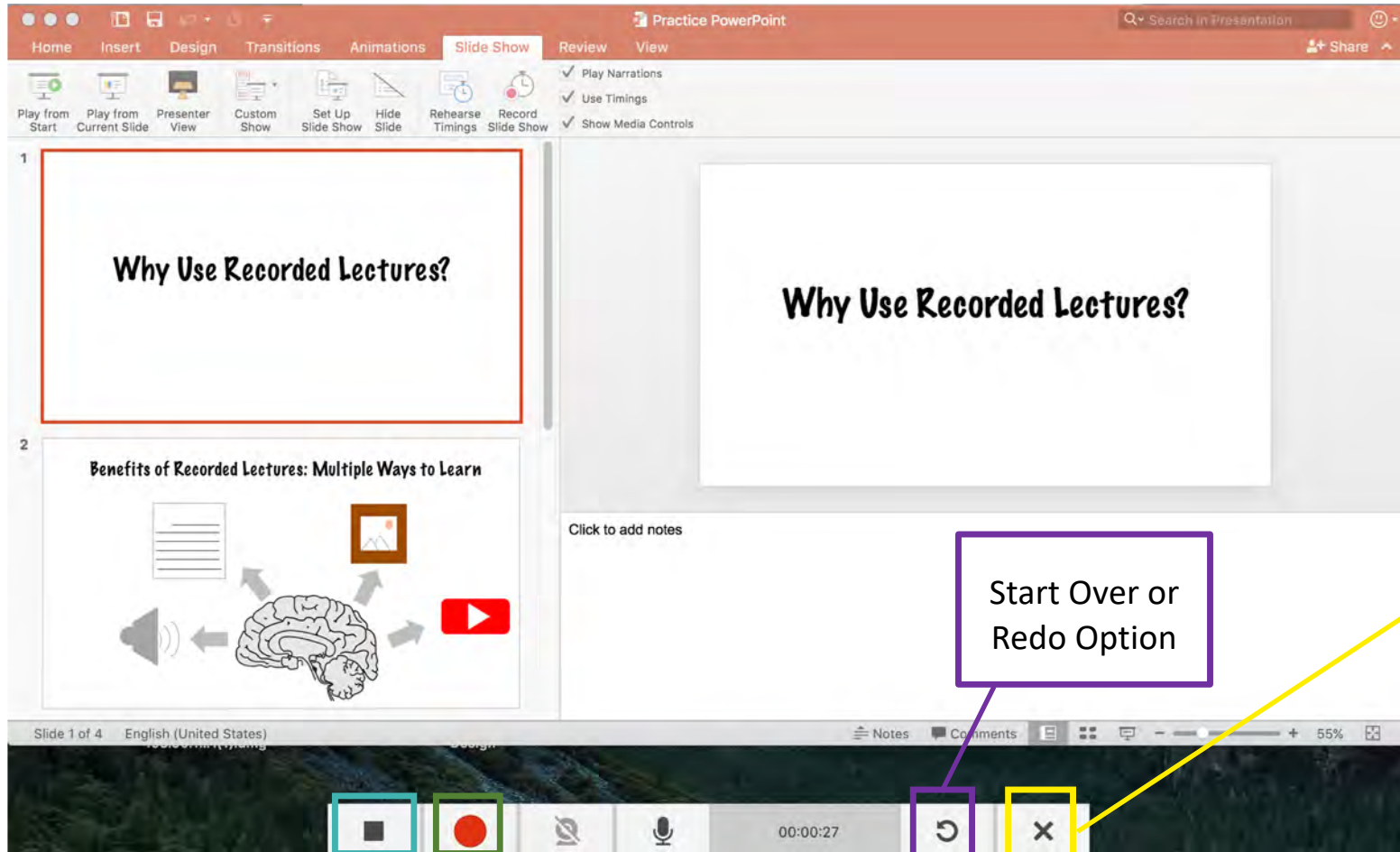
# Why Use Recorded Lectures?

➤ Toggles back and forth between what's on the screen and fullscreen webcam

➤ **STEP #6:** Click here to pause the recording or to upload for processing



# Starting, Pausing, and Stopping a Recording



Start Over or Redo Option

Cancels recording

➤ **STEP #7:** Select stop to submit for processing. Note the other options to the right once the recording is paused.

Starts the recording from where it was paused

# Starting, Pausing, and Stopping a Recording

The screenshot shows a PowerPoint application window titled 'Preview'. The main slide area displays the text 'Why Use Recorded Lectures?'. Below this, a second slide is partially visible with the title 'Benefits of Recorded Lectures: Multiple Ways to Learn' and a diagram. At the bottom right of the application window, there are two buttons: 'Cancel' and 'Upload'. The 'Upload' button is highlighted with a red rectangular box. A red arrow points from the text in the red callout box to this 'Upload' button.

➤ **STEP #8:** Select Upload to send the recording for processing to your MSU TechSmith Relay Library.