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.

  - Turn the microphone on and off.

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

Why Use Recorded Lectures?
Starting, Pausing, and Stopping a Recording

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

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

- Start Over or Redo Option
- Cancels recording

Starts the recording from where it was paused
Starting, Pausing, and Stopping a Recording

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