**SON Office of Educational Quality & Innovation**

## Remote Lecture Recording Using Mediasite Desktop Recorder

Mediasite Recorder allows you to easily record lectures. You can record PowerPoint slides, audio, video, and your computer screen.

First: Download Mediasite Desktop Recorder

1. Go to https://jhuson.mediasite.com/Mediasite/MyMediasite/ and log in with your JHEDID and password (*JHED*@jh.edu)
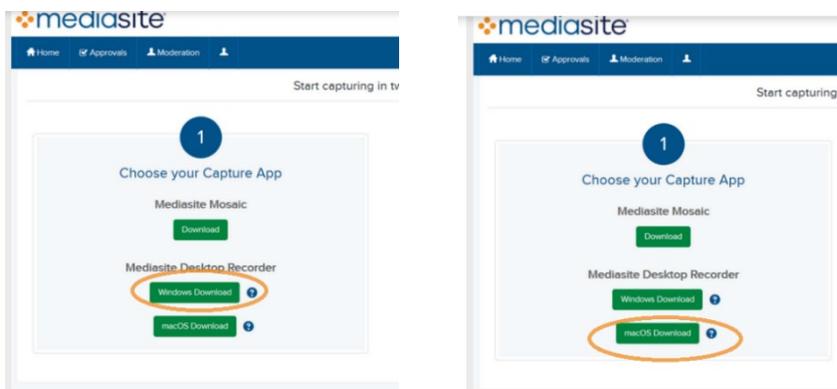2. Click **Add Presentation**
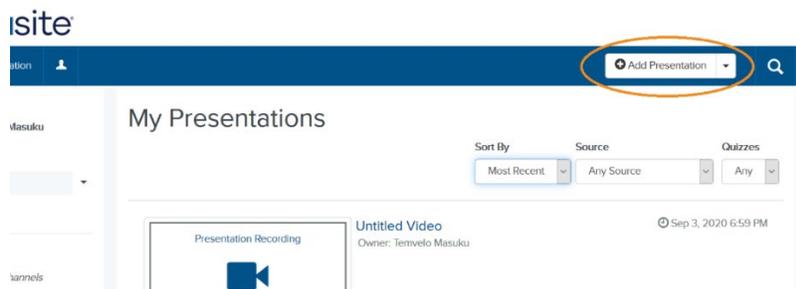
3. From the next screen, you have three options. Select Capture Video.
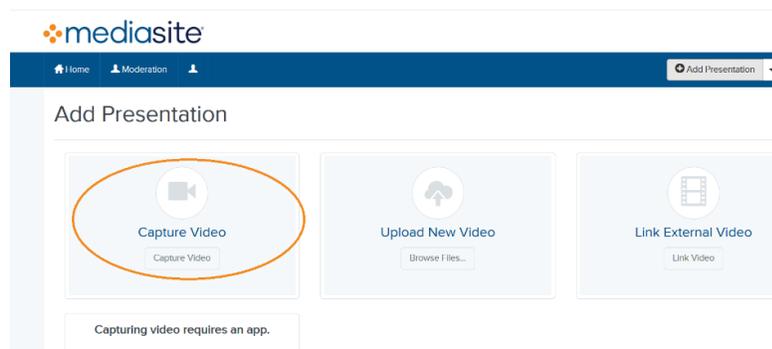
4. Before you capture your first video, you need to download the **Mediasite Desktop Recorder** (MDR). Click on **More Information** to be taken to the download page.
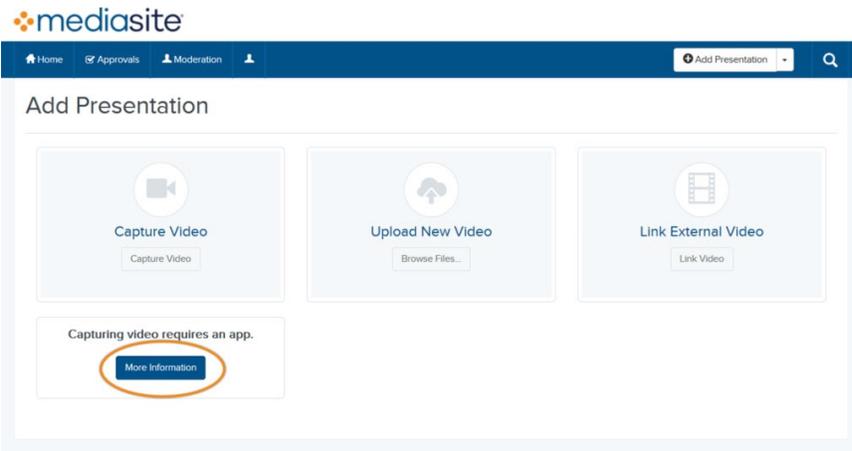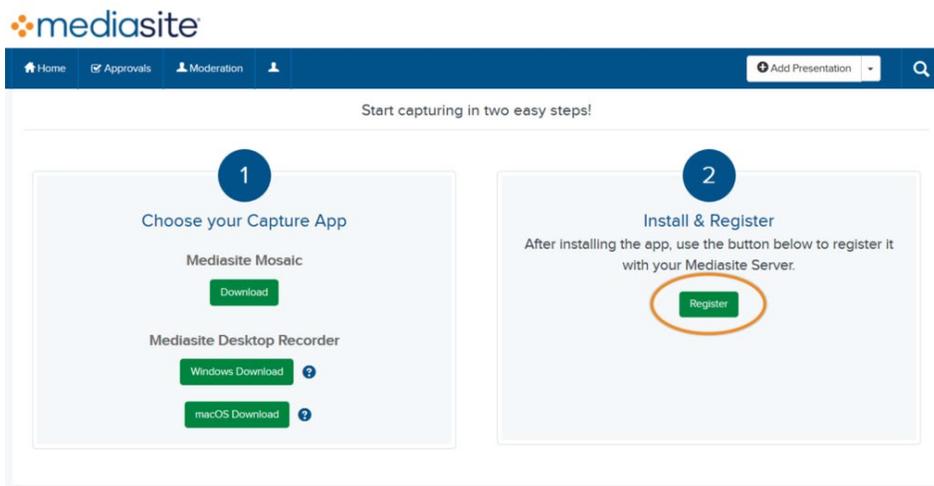
5. From this page, select either the Windows or Mac download link depending on your device. Note that the Desktop Recorder will only work on macOS Mojave (version 10.14) and earlier.

6. Locate the file on your device and follow the installation guide.

7. Next, navigate to My Mediasite and click **Register**.

8. Register with your JHU email address.

9. You are now ready to record! Watch the video tutorial **Creating a Presentation with MDR** for step-by-step recording instructions at https://learn.mediasite.com/course/recording-your-screen-with-mediasite-desktop-recorder/
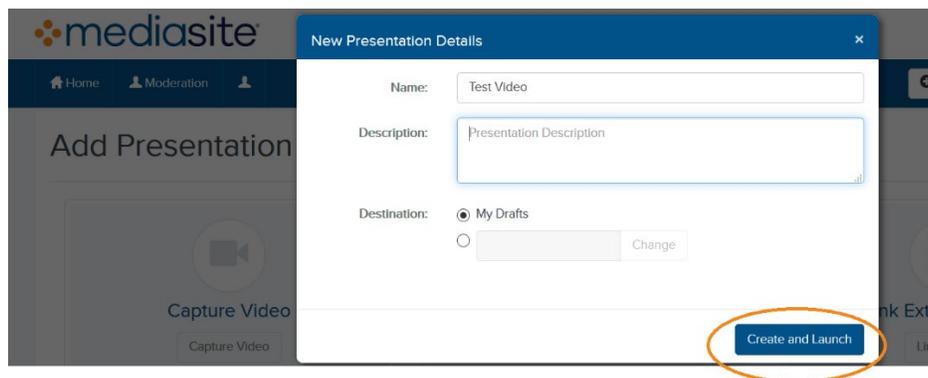
Second: Recording with Mediasite Desktop Recorder

To record your presentation, you will first need to create the presentation in **My Mediasite.**

1. From the My Mediasite home page, click **Add Presentation**
2. Next, select **Capture Video**
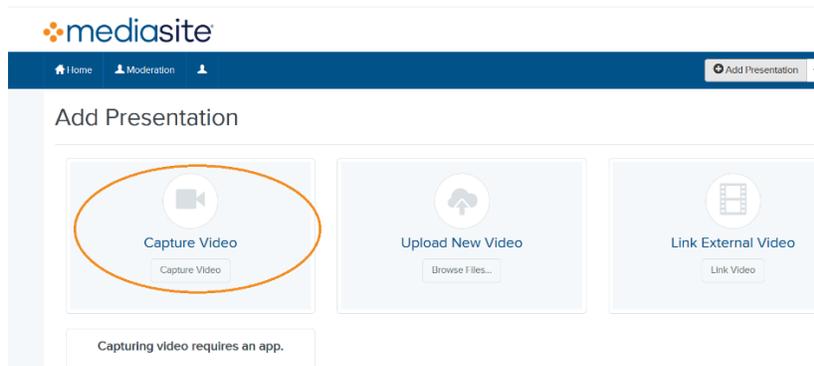
3. Enter the title and description for your video. You can save the video to **My Drafts** or a shared folder or user Channel. Click **Create and Launch** to open the mediasite desktop recorder.


4. Once the Mediasite Desktop Recorder is open, select the type of recording you would like to create. You have several options. Since best practices for online-lectures recommends integrating video of the instructor delivering the lecture (Jacobi 2016), consider using "Slideshow + Video." Choose your camera size and input. Select the microphone input and click **Next**.
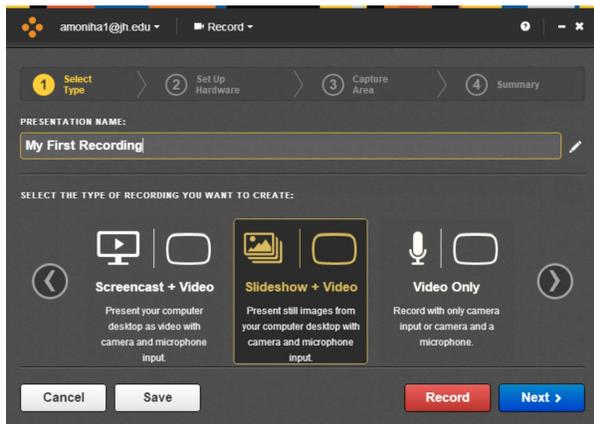
5. Select the area you would like to record. A red box will outline the recording area. Click the green check. Confirm your settings and click **Record**.
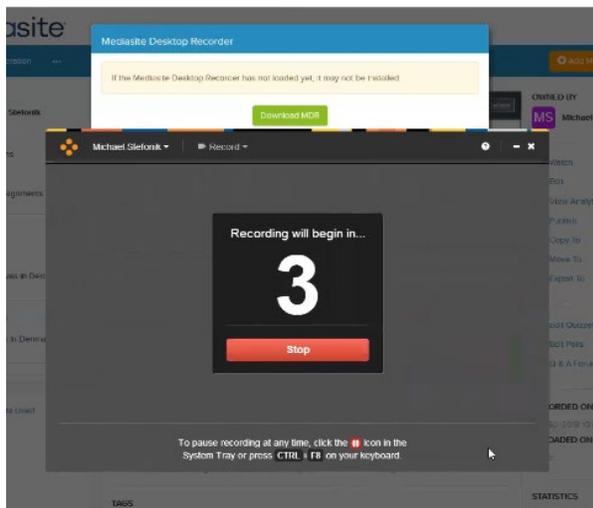
6. The Mediasite Desktop Recorder will record everything that occurs within the recording area. To end your recording, either press the **Pause** icon located in the system tray or press **Ctrl+F8** on the keyboard. Then select **Finish Recording**.

7. The **Recording Management** screen will show your in-progress recordings and their status. Once completed, the recording will automatically upload to My Mediasite.
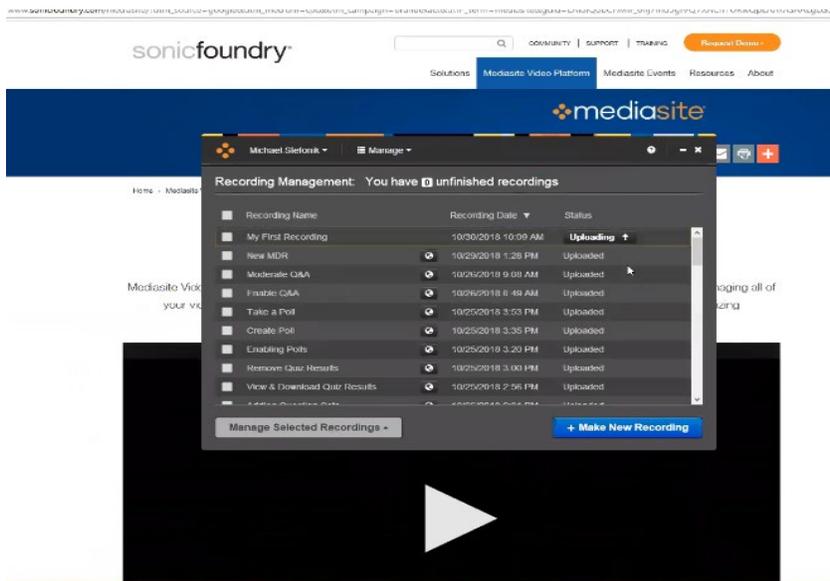
8. Navigate to My Mediasite to Watch, Edit, and Export your video.