Delivering your lecture using Media Hopper Replay

When delivering your lecture, you may or may not have to first log into Media Hopper Replay before you begin. This depends on how your session is being recorded and what Replay features (if any) you intend to use.

You will first have to log into Replay if:

• You are performing an ad hoc recording or live stream
• You are displaying a pre-uploaded presentation through Replay
• You would like to view and answer questions asked by your students during your lecture

If you are not doing any of the above, you can simply deliver your session as you would normally.

For all recordings, whatever is displayed on the projector screen (e.g. document camera or computer feed) will be recorded as part of your lecture. It is vital that you use the microphone and that it is turned on and not muted to ensure your audio is recorded. If your audience are participating in a discussion or asking questions, hand them the roaming microphone/Catchbox, or repeat their question/answers back to the room if roaming microphones or Catchboxes are not available.

For more information on using the equipment in the teaching rooms, see the Delivering your lecture using Media Hopper Replay guide at http://edin.ac/2xaGPvE.

Ad hoc recording delivery

If you would like your lecture to be recorded but it has not been scheduled for recording, you can perform an ad hoc recording. In order to do this, you will first have to log into Replay through your VLE course using the computer in the teaching room (or your own computer plugged in using HDMI or VGA), then set up the recording.

For more information on performing an ad hoc recording, see the Performing and ad hoc recording in Media Hopper Replay guide at http://edin.ac/2xaGPvE.

Displaying a pre-uploaded presentation

Irrespective of whether your recording is scheduled or ad hoc, if you wish to display a pre-uploaded Media Hopper Replay presentation you will first have to log into Replay (through your VLE course) and launch the presentation from there.

For more information on uploading and viewing presentations, see the Uploading and viewing presentations in Media Hopper Replay at http://edin.ac/2xaGPvE.

Viewing questions asked by your students during your lecture

If you would like to view any questions your students are asking during your lecture, you’ll need to log into Replay (through your VLE course) and open the class for that lecture, followed by the Q&A menu.

If you plan on displaying a presentation on the main computer, it’s recommended you open the relevant class on another device such as a tablet or laptop so you can see the questions as they appear without having to close your presentation down whilst you view them.
This will also prevent you from showing the names of those who asked questions anonymously (Instructors see the name of the student next their question/reply).

For more information Q&As, see the Q&As in Media Hopper Replay guide at http://edin.ac/2xaGPvE.