

TechSmith Relay allows you to record a presentation/video on your device which is then automatically uploaded to the Podcast Video Portal at <a href="https://video.manchester.ac.uk">https://video.manchester.ac.uk</a>

For example, these tools will allow you to easily record a PowerPoint presentation with a voiceover in a non-podcasting teaching room.



Download the Relay recorder for your device (Windows, Mac, Android and iOS versions available)

## To install on a University Managed PC\Laptop

It is available for you to self-install from <u>Software Centre</u> See Article <u>Installing Programs on the University Managed Image using Software</u> <u>Centre</u>

Once installed you can login using your University username and password to upload and save recordings.

## How to use TechSmith Relay

1. Open the software from the desktop and log in.

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<b>V</b>				
	Presenter	Guest		
Username				
Password			-	
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2. Set up the desktop so the camera can record your screen. Use audio if you wish but be aware of background noise.



3. Stop recording when you are finished and discard or submit the file to the video portal.



- 4. Open email account and wait (10/30 mins) for a notification that the podcast is ready to view, download, edit or delete.
- 5. Follow the link to access the .mp4 and download the file.