

Content Capture and Live Streaming Pilot.

Contact: opencast.project@utoronto.ca



ACE Classrooms with Full Teaching Stations now have the ability to record and stream the video content and microphone audio that is sent through the classroom AV system. The microphone audio along with video sources such as HDMI, or Room PC will be captured to a device made by Extron called the SMP351.

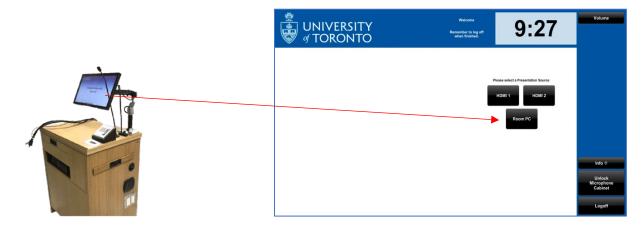
The recordings are encoded as mp4 files and are started and stopped based on the academic schedule, alleviating the need to press record. Files are stored for up to 4 weeks and users are expected to log onto the University's Opencast system to retrieve their files.

The live stream link of a class can be found in the student's course shell in the "Opencast" Menu item. This is hidden by default and instructors can unhide it for students with the following instructions: https://q.utoronto.ca/courses/46670/pages/integration-opencast

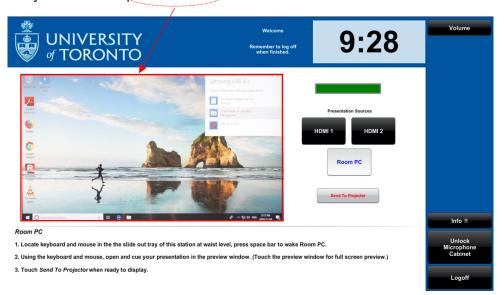
Contact - <u>q.help@utoronto.ca</u> for additional information or issues with viewing live stream player in your course shell).

All instructions including where to find links to live streams, downloading of mp4 video files, and how to ensure that your Audio and Video is being captured to the system successfully, kindly review the following steps (skip to step 7 for mp4 file retrieval, skip to step 13 for live stream link):

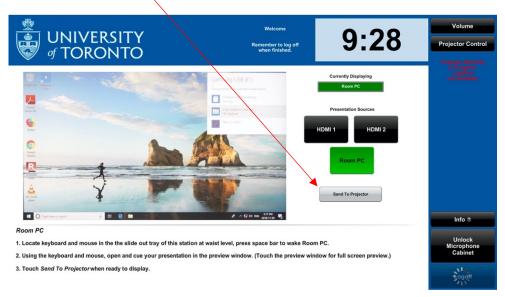
- 1. Ensure you have an academic booking.
- 2. Login in to the Teaching Station with your UTORid.
- 3. Select Source (in this example, Room PC).



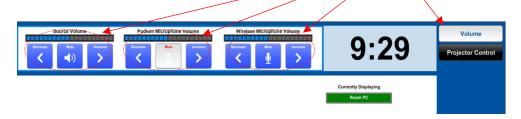
4. Once a source is selected, its preview should pop up on screen. The presentation material that you see on this preview window is what will be recorded to the Extron SMP351.



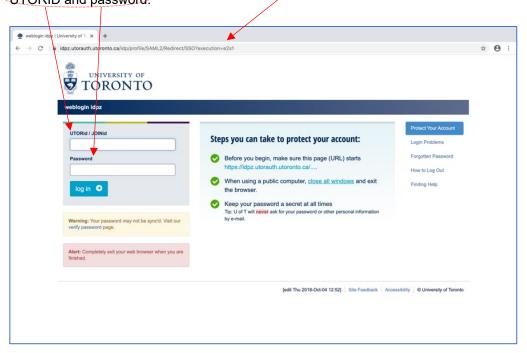
5. Press send to projector to include source audio. Audio from your presentation material will not be captured unless you send the content to the projector.



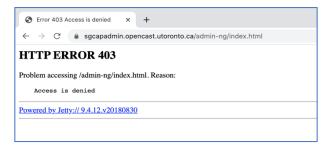
- 6. Audio is controlled via the teaching station touch screen's audio controls.
 - To ensure that your voice is captured to the Live Stream and recording, using the podium microphone or a wireless microphone that you have brought yourself is a must.



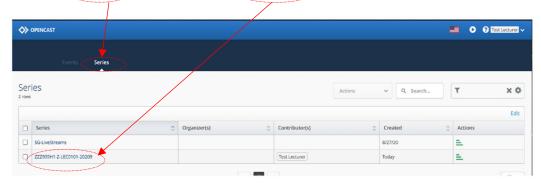
7. Once your lecture has concluded, allow 4 hours for your files to process. You can then retrieve your mp4 recordings by logging on to: https://uoft.me/Opencast-Project using your UTORID and password:



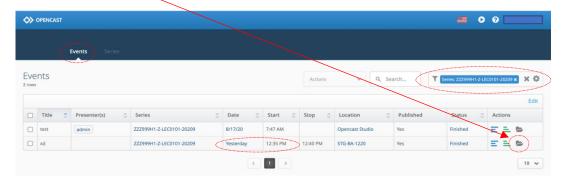
Note: When you login for the first time, you will be presented with an error message as pictured below. Until your account is provisioned, the Opencast system does not know who you are or what access you require. Logging in creates your account, but does not give you the correct access. Kindly send an email to opencast.project@utoronto.ca with your UTORID and the course ID you need to gain access to complete the process.



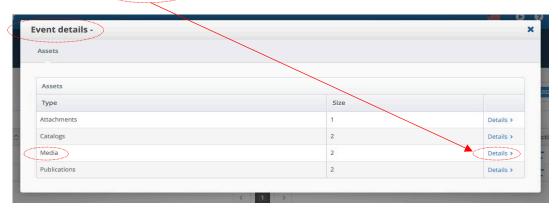
8. Once logged in, you will see the Opencast homepage as shown below. Click the Series tab and then click the course code of the lecture



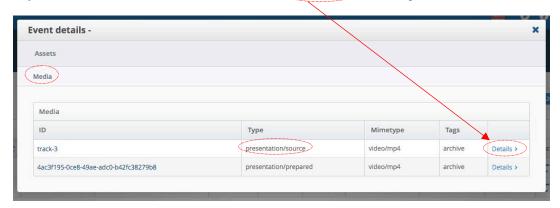
 You will be taken back to the Events tab but with Opencast now filtering only those recordings for that specific course code.
Click on the folder icon in the Action column of the specific date of the recording you would like to download (in this example, yesterday at 12:35PM).



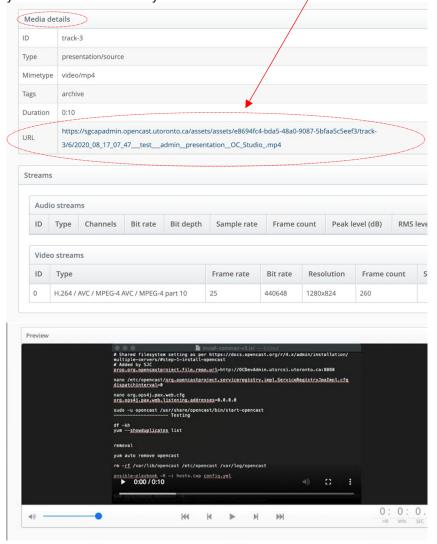
10. Clicking on the folder icon, the Events details page pops up. Navigate to the "Media" row and click on the "Details" link on the right-hand side. This will open up the "Media" page.



11. Once the "Media" sub-page has opened, under the "Type" column, look for the row that says "Presentation/Source", then click on the "Details" link on the right-hand side.



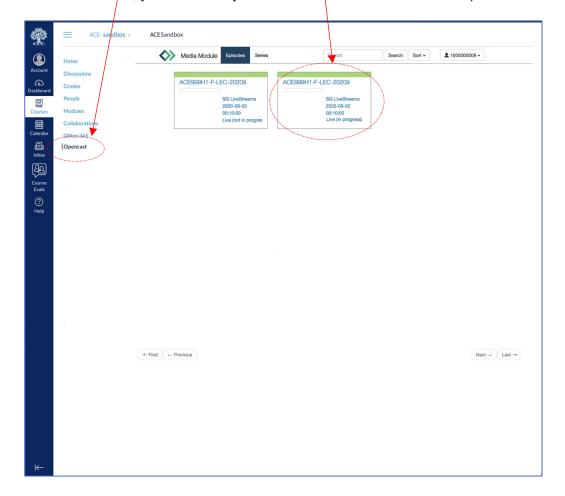
12. This opens the "Media Details" page. Click on the URL and the mp4 file can be downloaded to your desired location on your device.



13. Students login to Quercus to find the Live Stream link in their course shell under "Opencast" Menu Item. This is hidden by default and instructors can unhide it for students with the following instructions:

https://q.utoronto.ca/courses/46670/pages/integration-opencast

- To begin playing the Live Stream, click the link
- For compatibility, please login using Firefox or Chrome (other browsers may not work reliably)
- Please note, your screen may look different as Course shells are unique.



• For instructional videos on basic Teaching Station functionality, they can be found here: https://uoft.me/acetechvideos