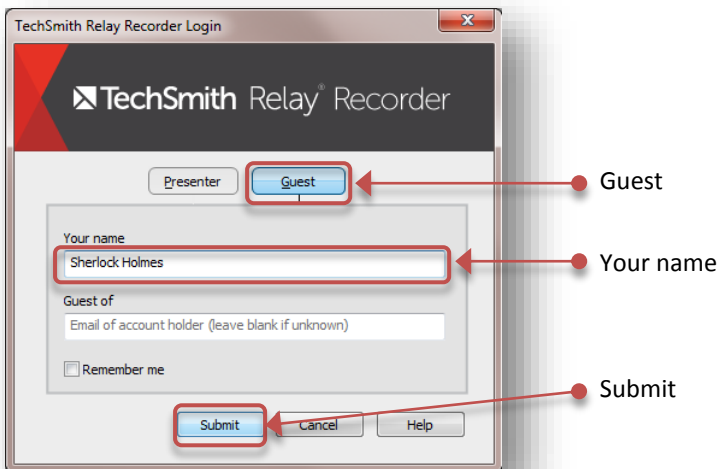


How to use the BSMS lecture capture tool (UoB)

Before your session

① **LAUNCH TechSmith Relay** (via Desktop shortcut *or* via Start > All Programmes > TechSmith > TechSmith Relay)

② **LOG IN as Guest:**



④ **START the recording:**



③ Ensure the **AUDIO IS REGISTERING** in Camtasia
The desktop microphone should have a green light:



At the end of your session

⑤ **STOP the recording:**



⑥ **SUBMIT the recording:**

