

Lecture Capture - A Quick Start Guide for Staff

Delivering a live lecture to a large number of students is very different to delivering a lecture in the teaching studio. Developing the skills to deliver a pre-recorded lecture using Echo 360 takes a little practice. The following recommendations will help you get started.

PowerPoint slides for pre-recorded lectures

Preparing for a pre-recorded lecture





Keep slides simple and easy to navigate for students with:

- Clear **headings** and **titles**
- Clear **content**
- Clear **messages, concepts, quotes** etc
- Remove animations**

Add **summary** or 'punctuation' slides to break up the recording into chunks

Consider adding a **keywords** to slides as a glossary

Keywords: clarity : simplicity

Make the learning process clear for students:

Put in clear slides with the learning outcomes / your expectations of students watching the recording

What do you want them to learn / do / read / prepare?

When do you want them to look at the lecture?

Consider having points during the lecture where students are asked to undertake short compulsory activities.

Developing the use of other activities in the VLE alongside recorded lectures:

You could ask your students to:

- Take a 5-minute break from this recording to produce a 5 minute summary of Topic X; post this online by X date and time.
- Stop at this point and think about the following question.
- When watching this lecture focus on 'x snippet' of the captured lecture.
- When you have watched the recording, please complete the online assessment in the VLE which uses a range of question types to help you test your understanding of this topic.

Further support and advice is available from the INTEGRATE project website projects.exeter.ac.uk/integrate