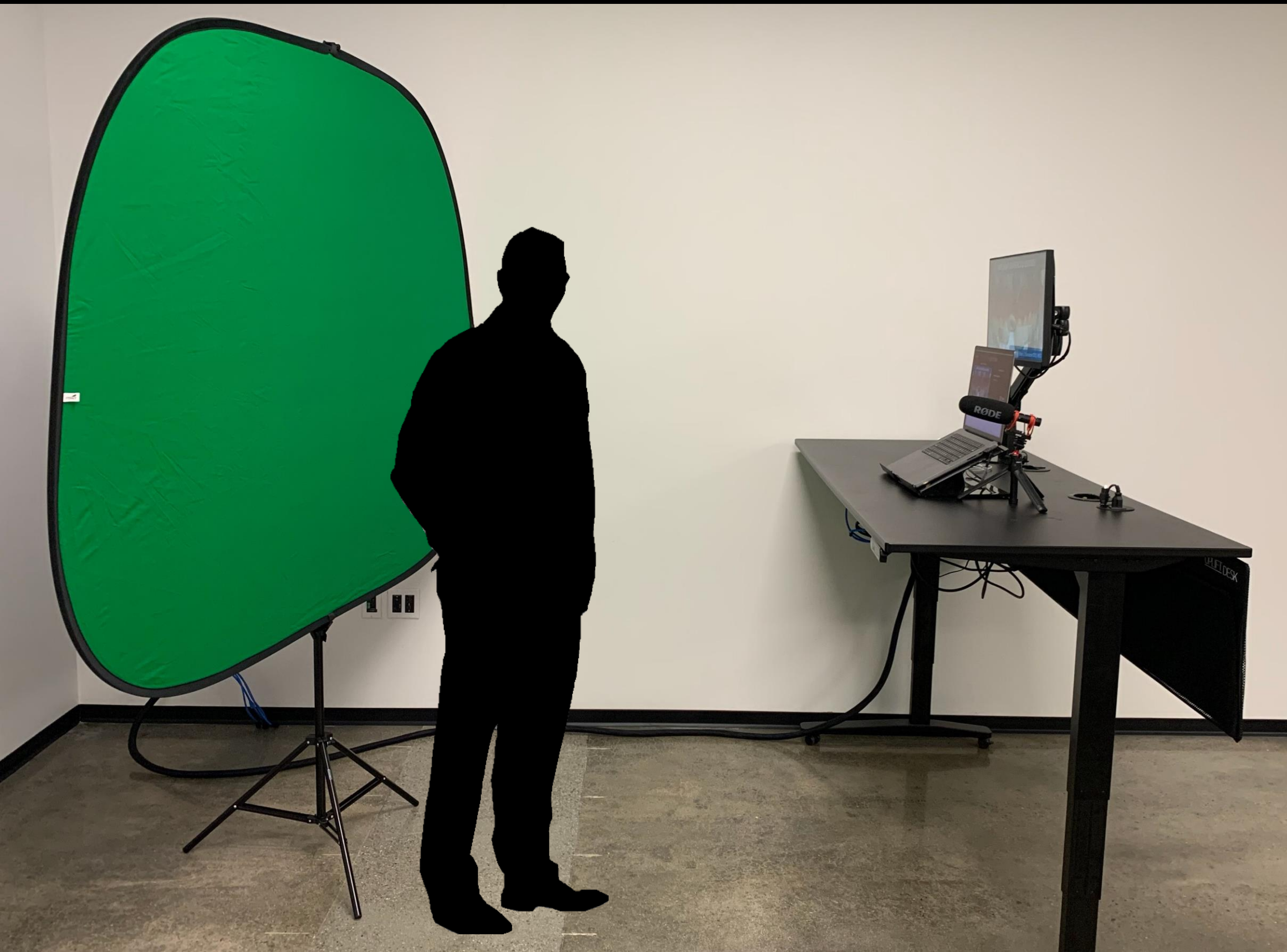


# JPD Digital

## Recording Instructions

# Presenter Computer/Greenscreen Setup



## Tips

- Record yourself while standing
- Ideal to have the camera at eye level
- Stand 3-4 feet from the camera to capture waist up



# Presenter Computer/Greenscreen Setup



## Tips

- External microphone helpful (not required)
- Secondary monitor helpful (not required)

# Presenter Recording - Apple Computer



Using QuickTime Player select the following:

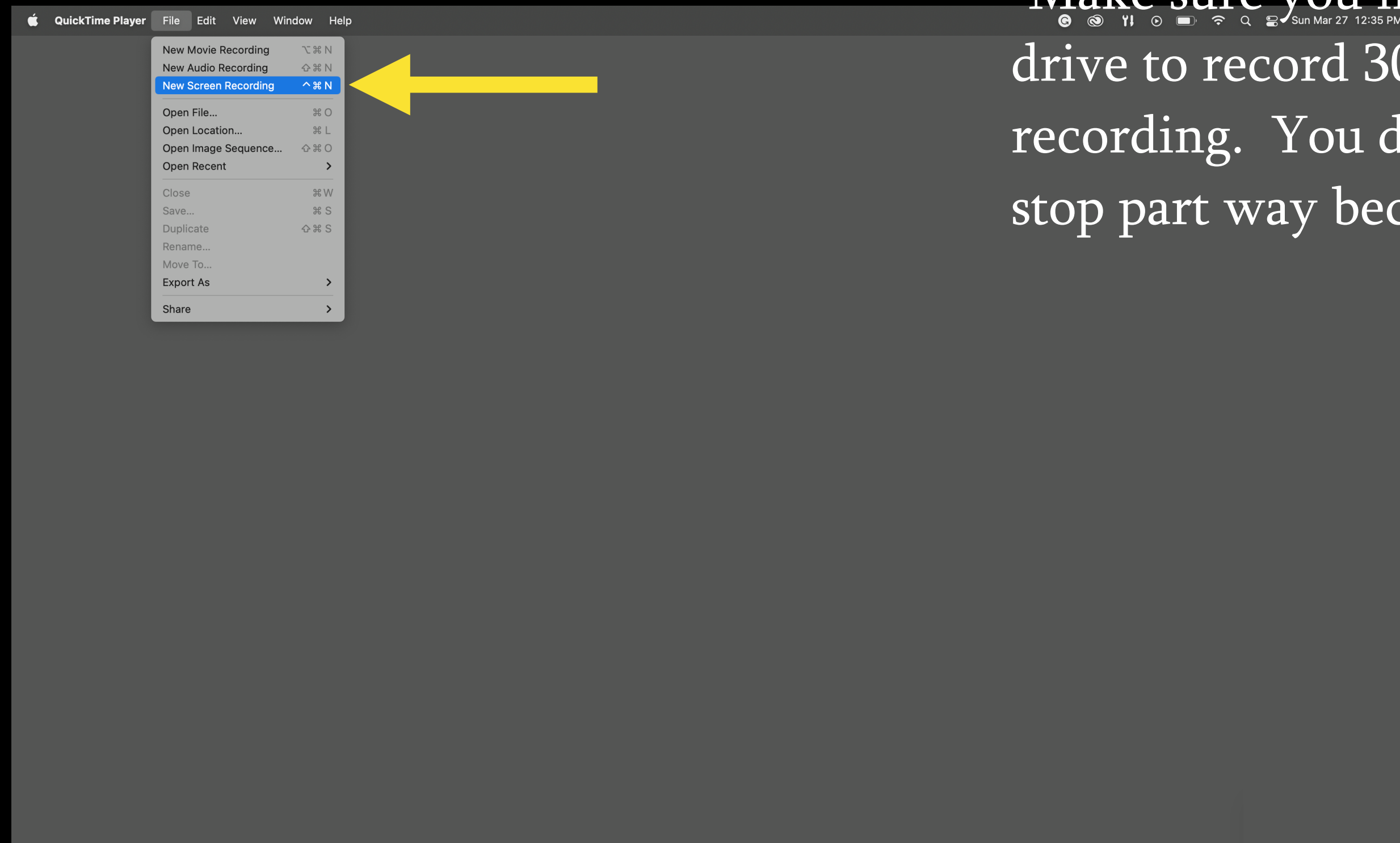
\*\*\*Make sure you have enough space on your hard drive to record 30 minute or 60 minute recording. You do not want the recording to stop partway because you run out of space

# Presenter Recording - Apple Computer



Using QuickTime Player select the following:

1. Select File > New Screen Recording



\*Make sure you have enough space on your hard drive to record 30 minute or 60 minute recording. You do not want the recording to stop part way because you run out of space

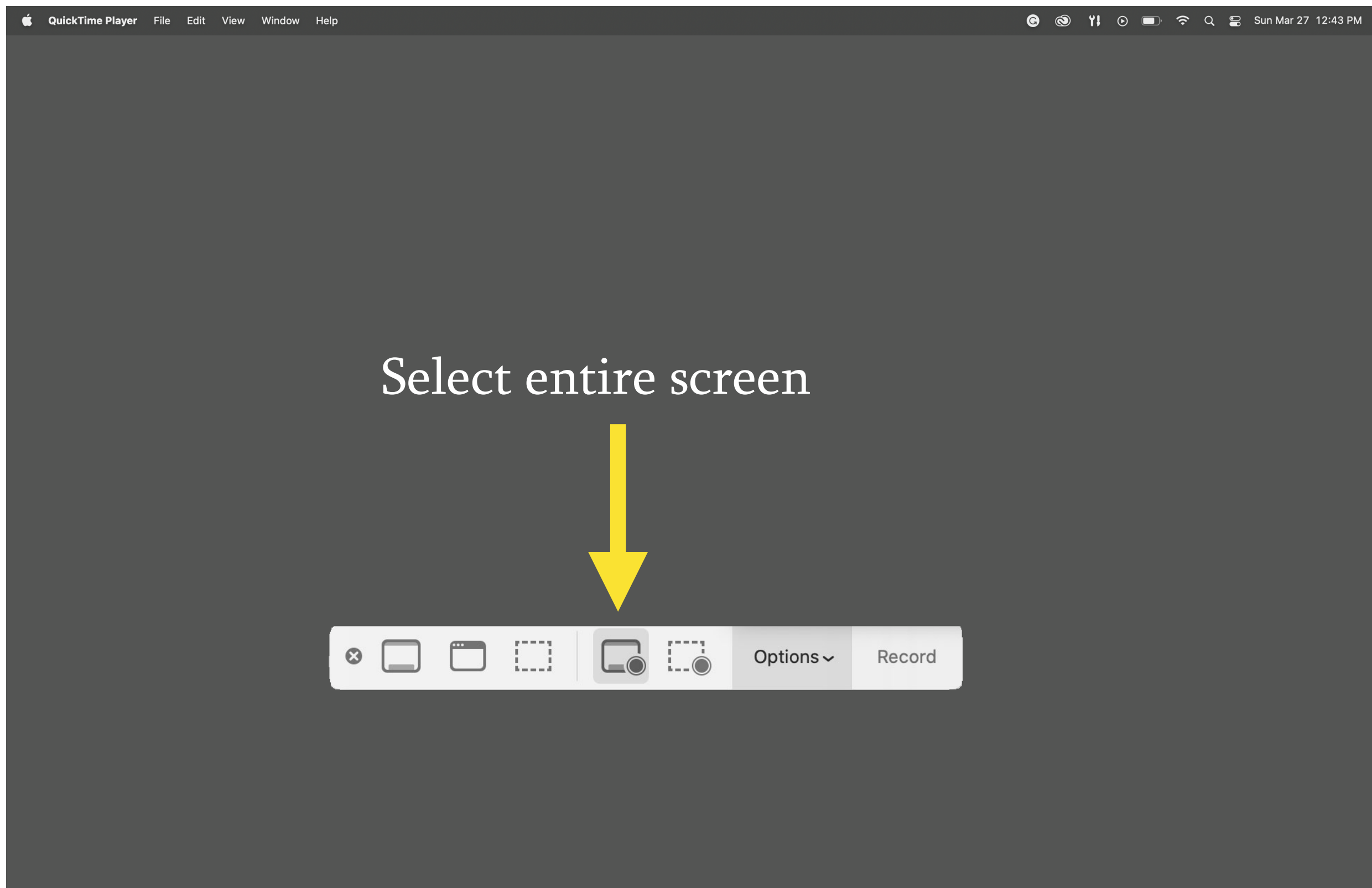


# Presenter Recording - Apple Computer



Using QuickTime Player select the following:

2. Make sure you record the entire screen

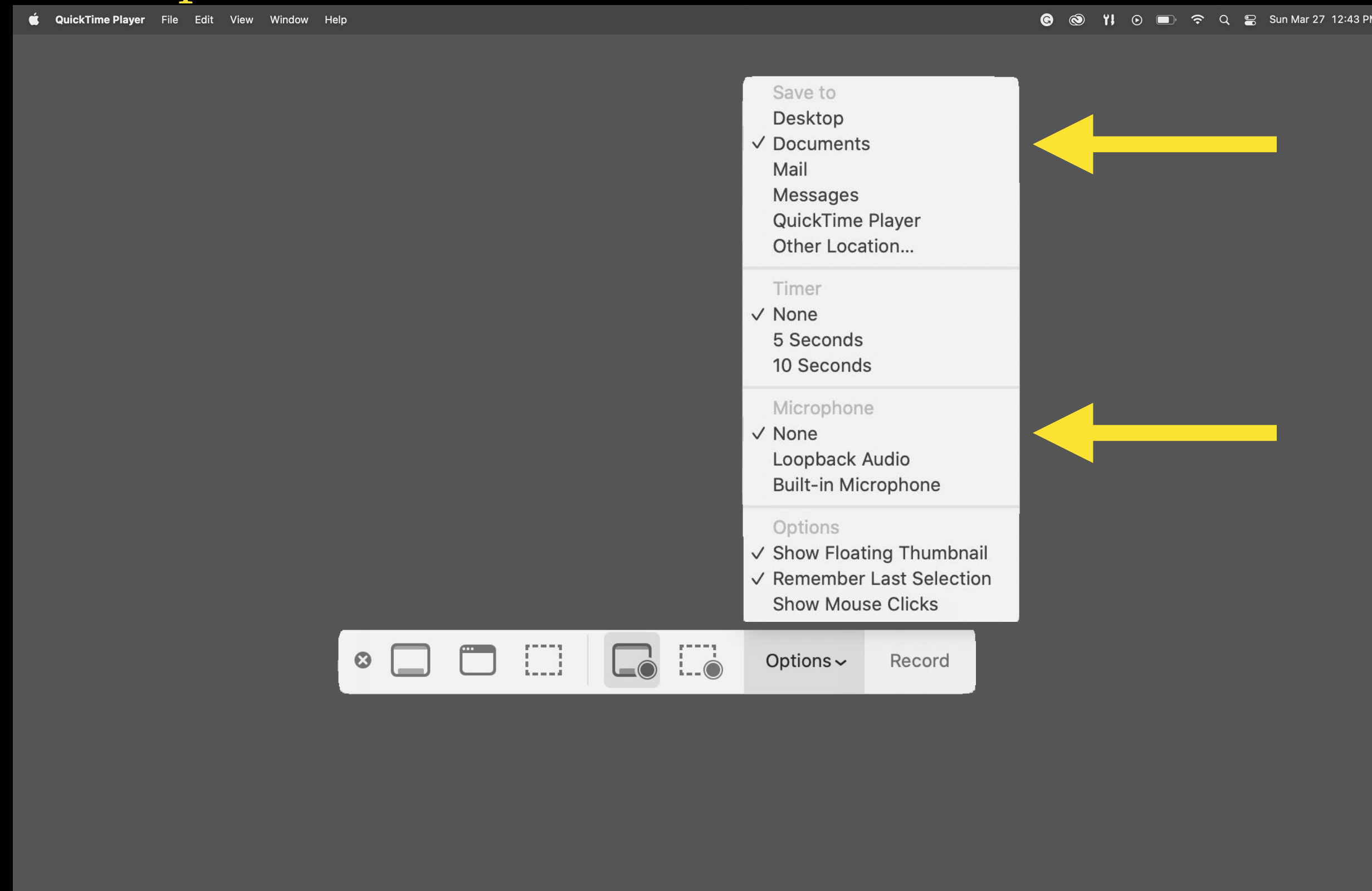


# Presenter Recording - Apple Computer



Using QuickTime Player select the following:

## 3. Set options



Select location to save

Set microphone to None

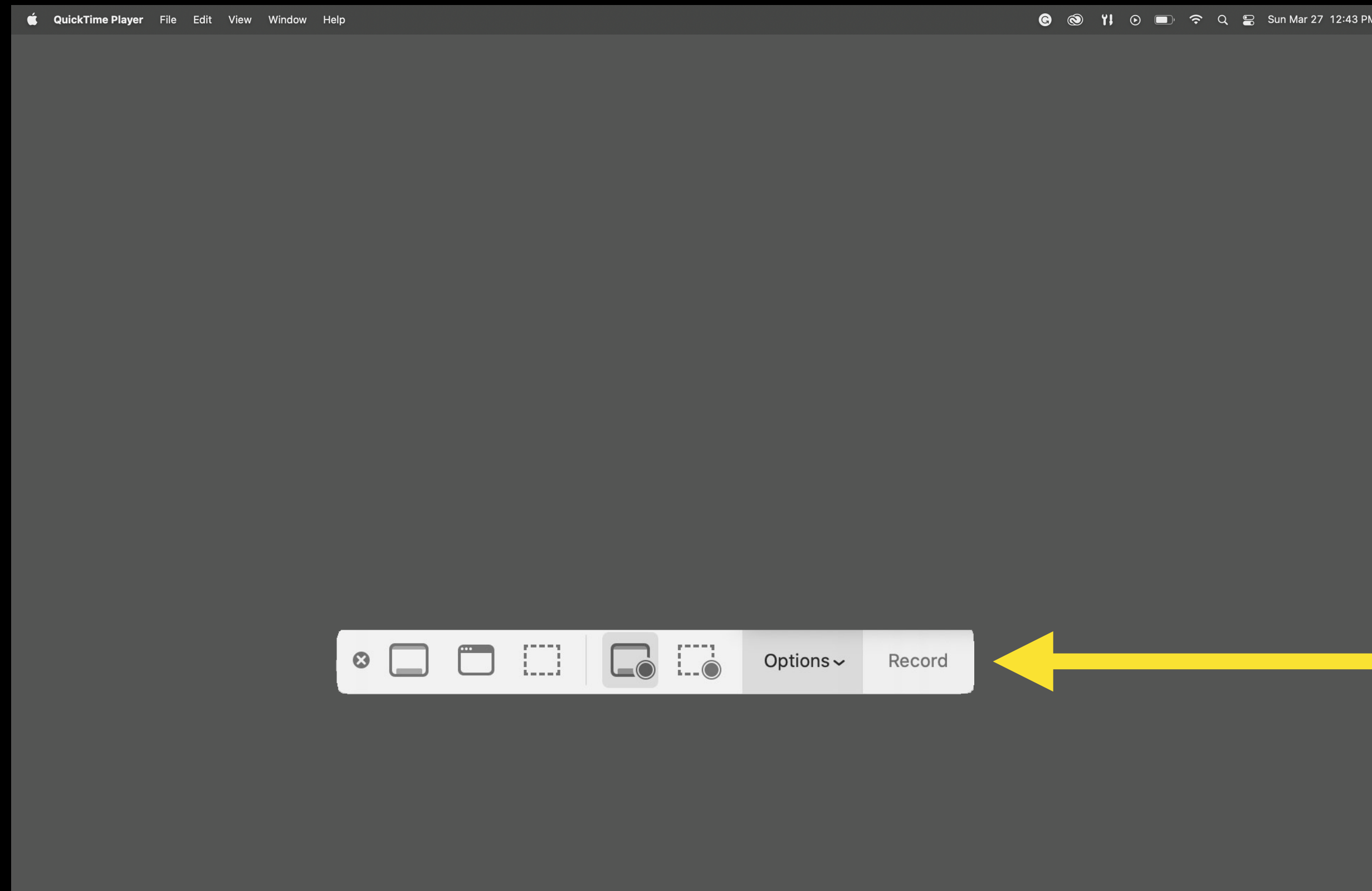


# Presenter Recording - Apple Computer



Using QuickTime Player select the following:

## 4. Press Record



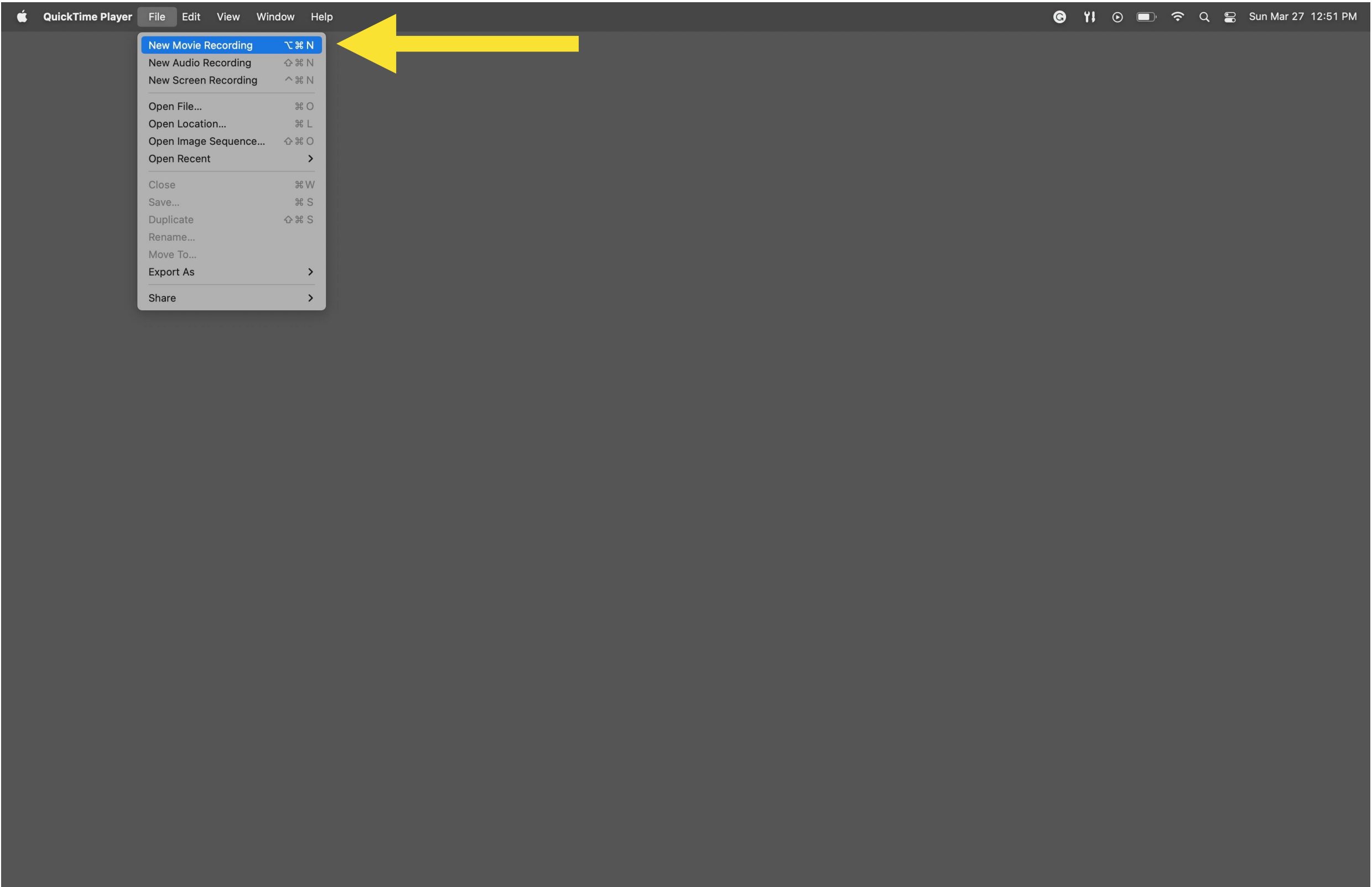
Press Record

# Presenter Recording - Apple Computer



Using QuickTime Player select the following:

5. Select File > New Movie Recording

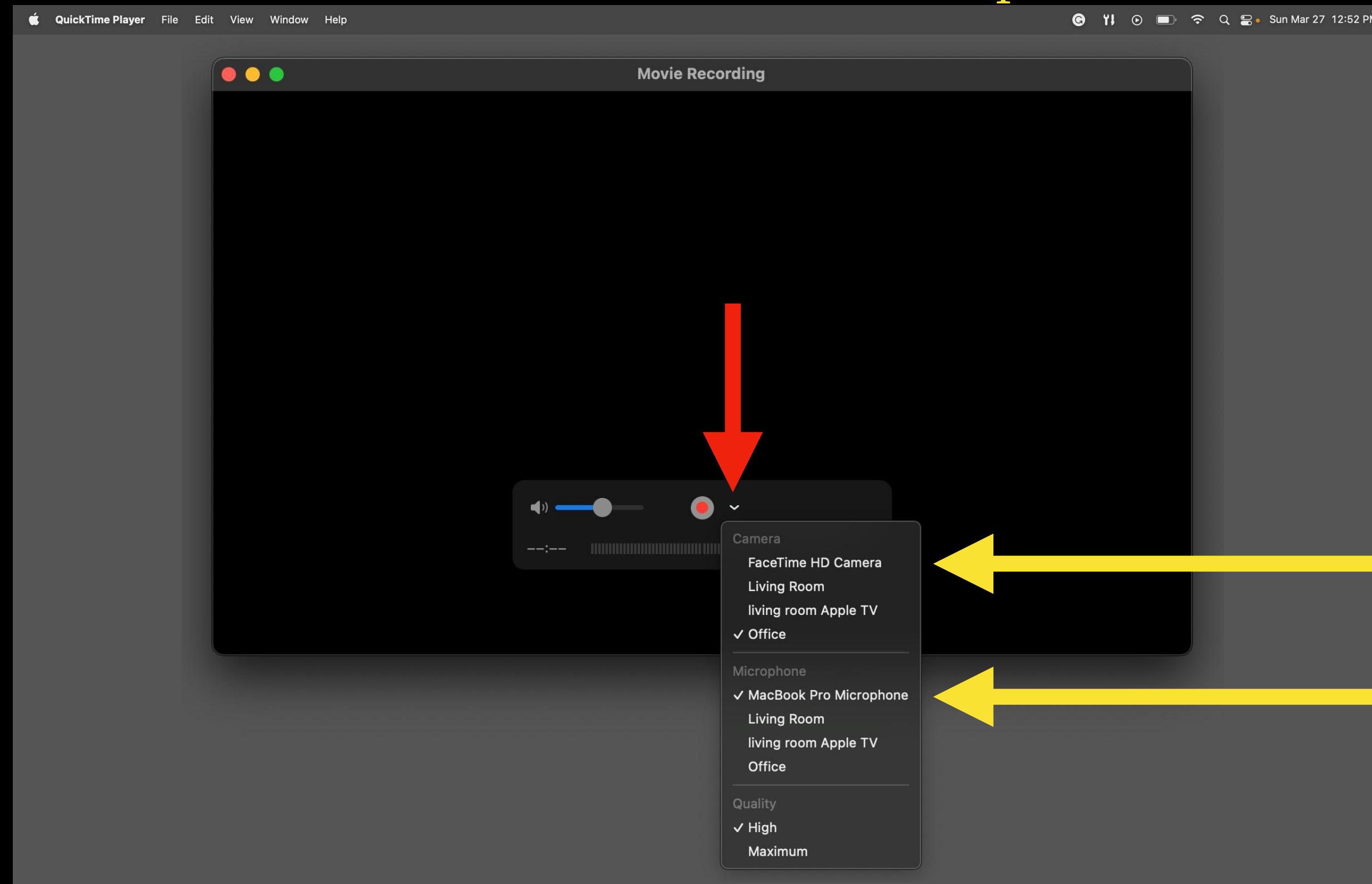


# Presenter Recording - Apple Computer



Using QuickTime Player select the following:

6. Click **arrow** next to record button to set options



Select Camera

Select Microphone

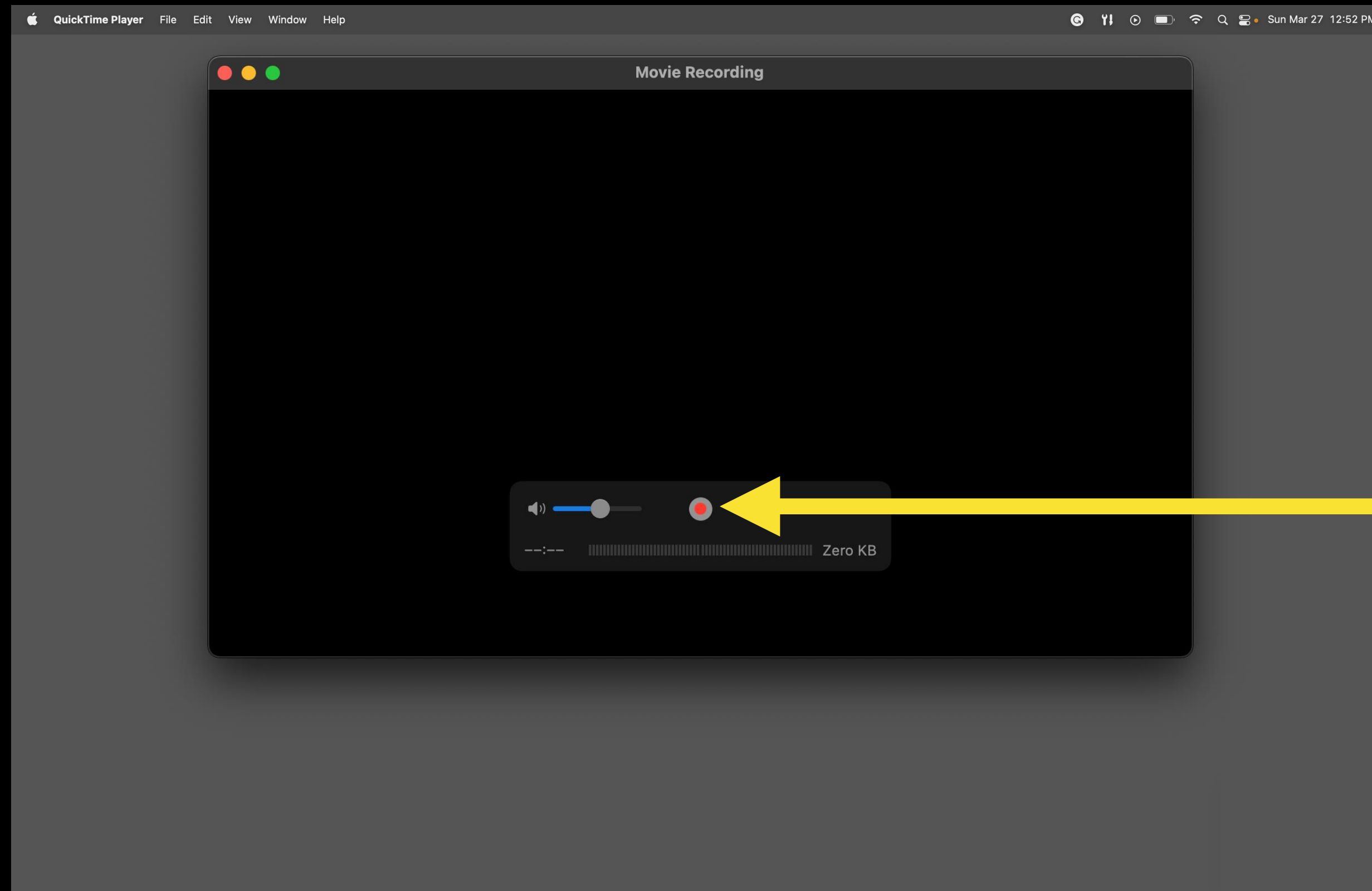


# Presenter Recording - Apple Computer



Using QuickTime Player select the following:

## 7. Click Record



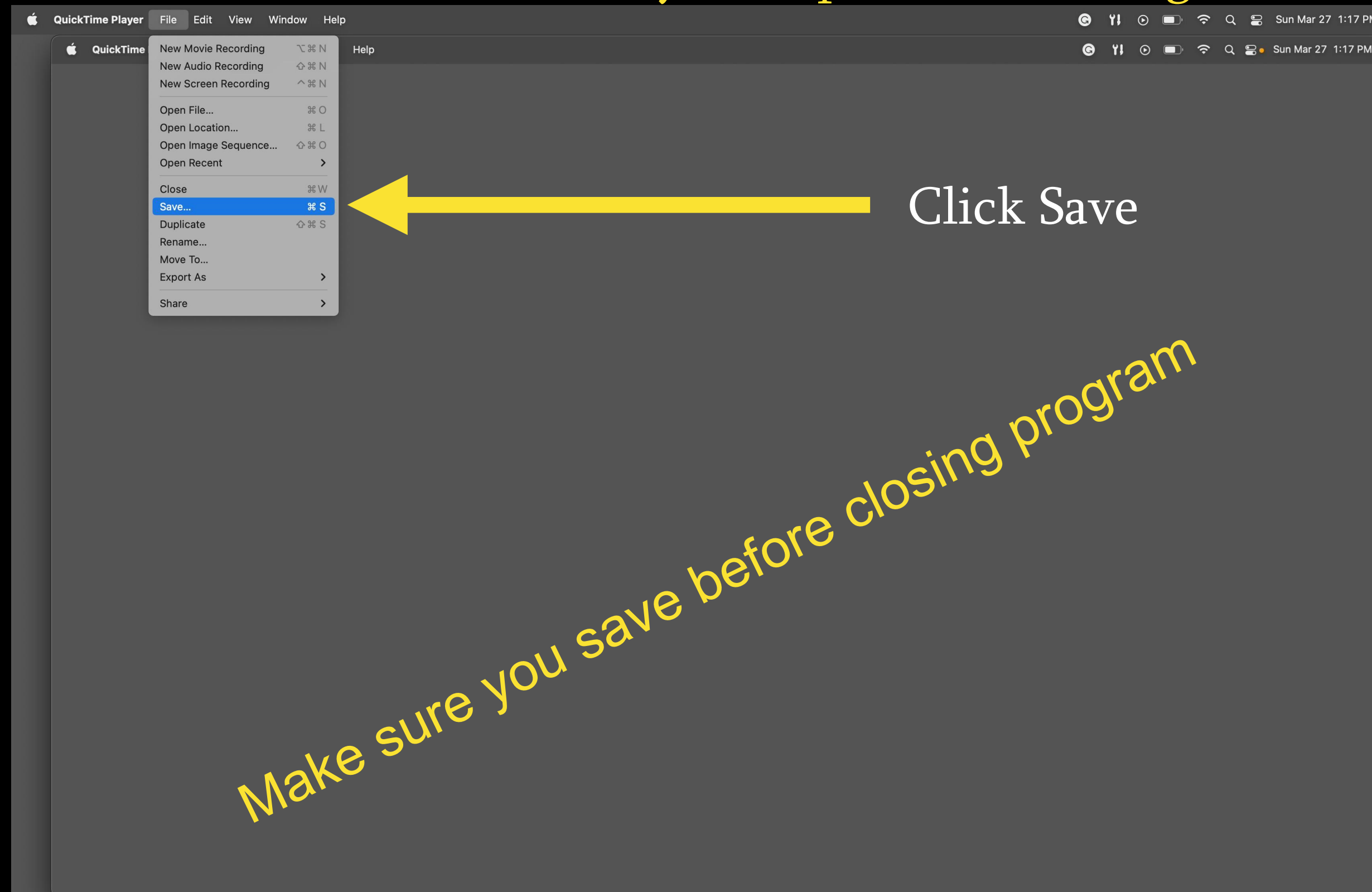
Click Record

# Presenter Recording - Apple Computer



Using QuickTime Player select the following:

8. When finished make sure you stop both recordings and save

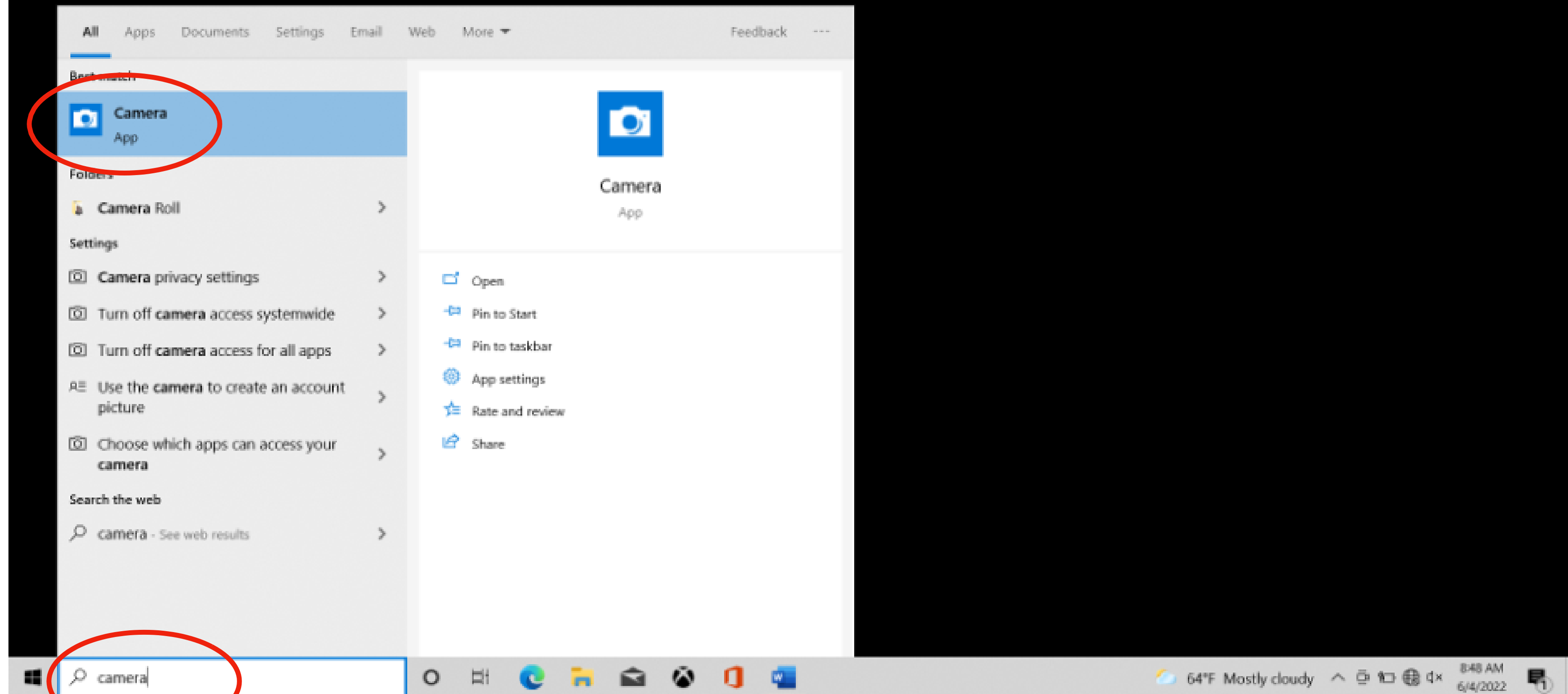


# Presenter Recording - Windows Computer

\*\*\*Make sure you have enough space on your hard drive to record 30 minute or 60 minute recording. You do not want the recording to stop partway because you run out of space

# Presenter Recording - Windows Computer

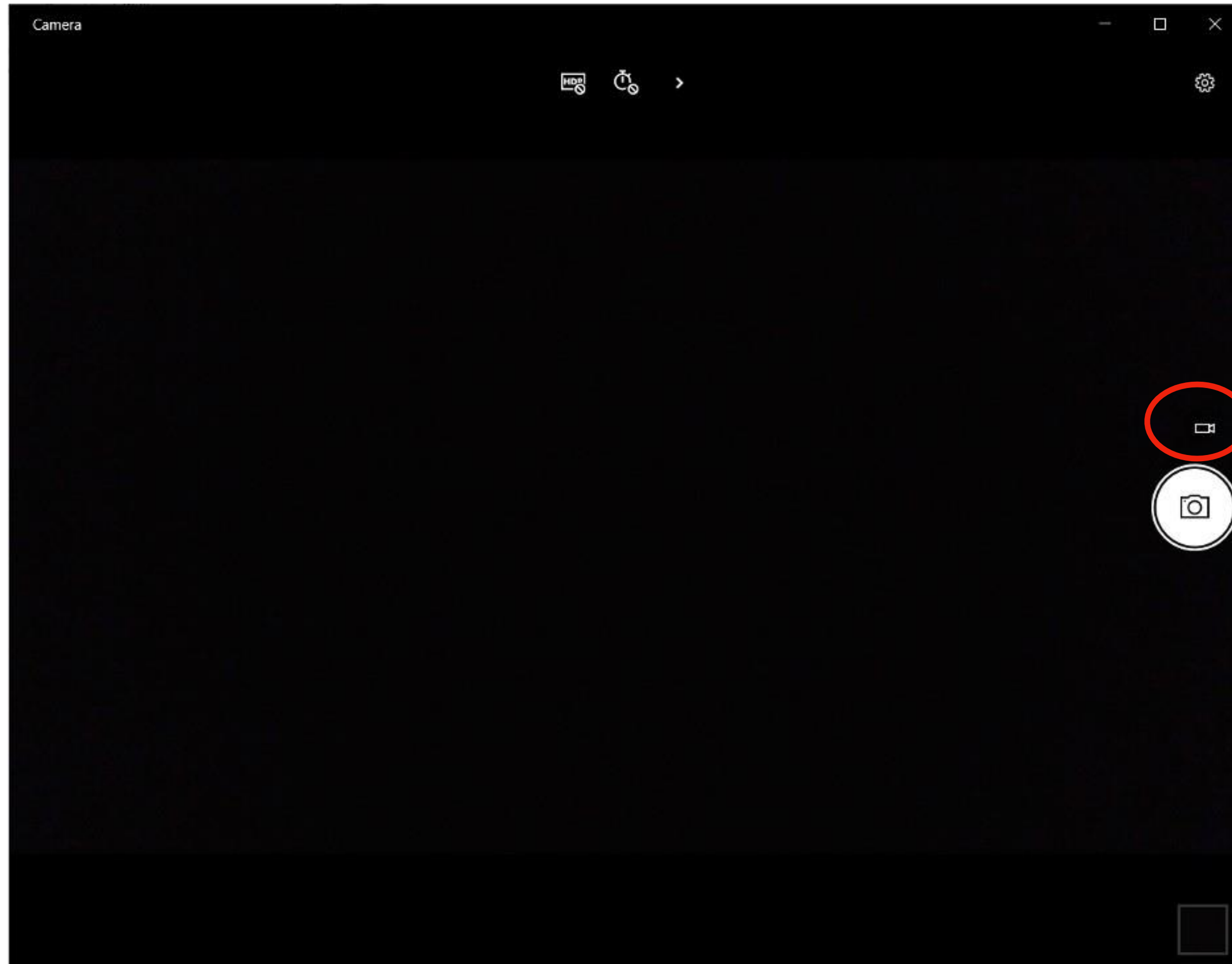
Do a search for the Camera App - and open the application





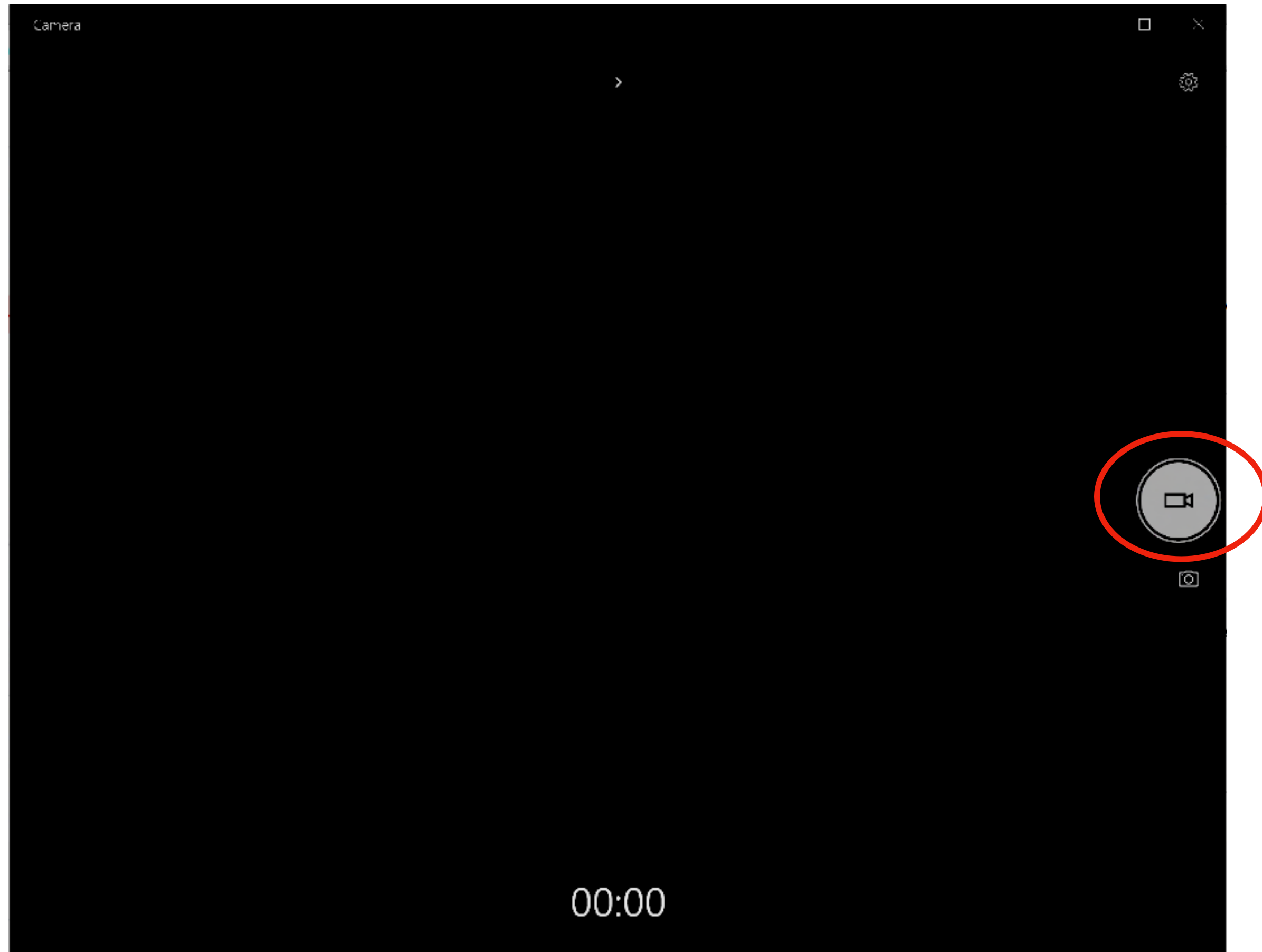
# Presenter Recording - Windows Computer

Change the Camera App settings from camera view to video view by clicking the video icon.



# Presenter Recording - Windows Computer

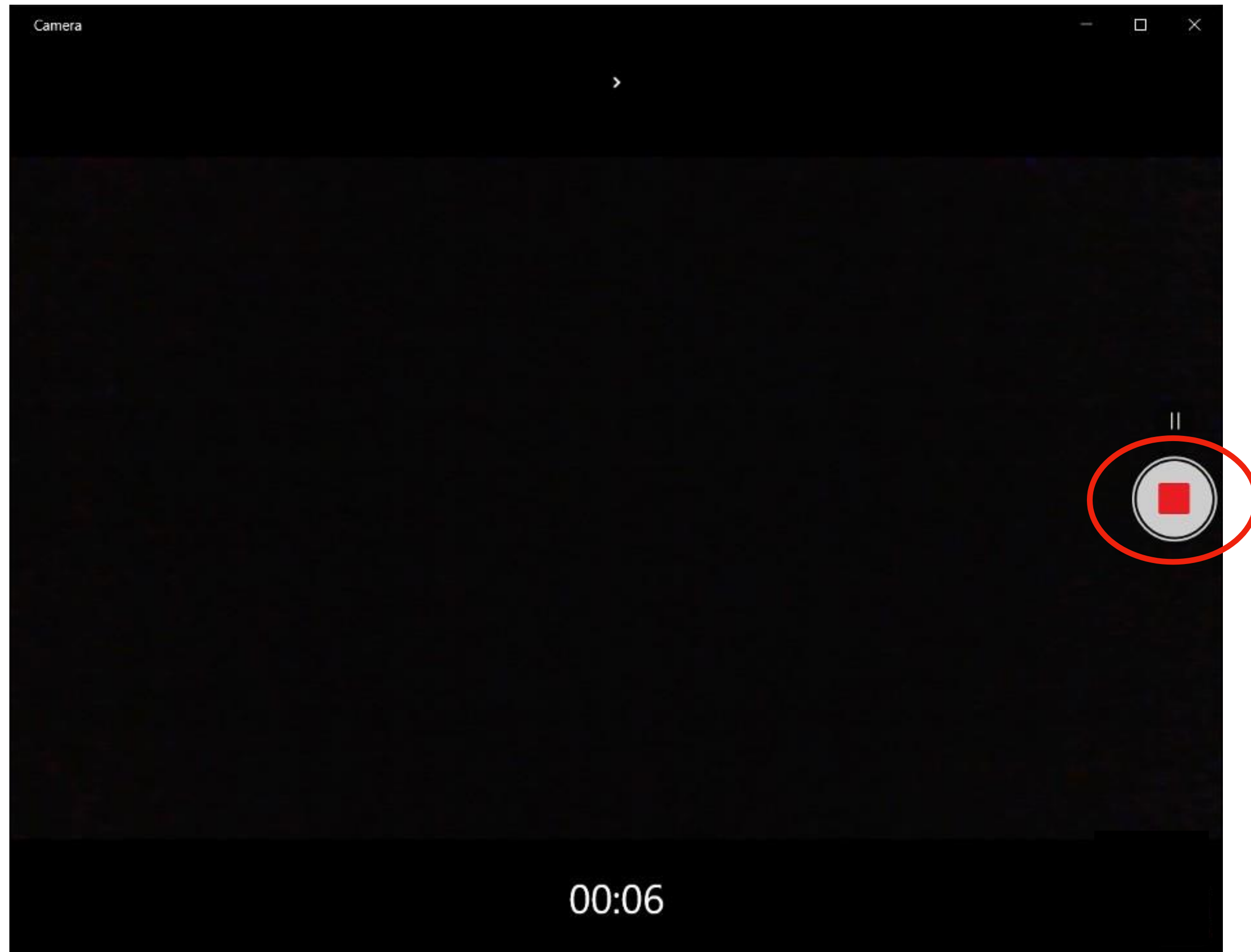
Once the video view mode has been activated, click the video icon to start recording.



# Presenter Recording - Windows Computer

After clicking the video icon to start recording, the icon will change and a timer will appear below.

# Presenter Recording - Windows Computer





# Presenter Recording - Windows Computer

After you are done recording the video, you can click the record icon to stop.

# Presenter Recording - Windows Computer



# Presenter Recording - Windows Computer

After you have recorded your video, the video is placed in the Pictures folder / Camera Roll.

