Using Personal Capture to create digital assets

You can use Personal Capture to create a simple introduction to your course or to record a lecture using the Lecture Capture and Media Management service introduced to the University of Leeds in 2014.

There is a simple three step process to create these assets:

1. Record
2. Review and Edit
3. Publish and Share

Step 1: Record

Staff already have access to the Mediasite Desktop Recorder on their University PCs. Staff and students can download this software on their own devices (running Windows or Mac) to create screencasts, online presentations, video recordings or audio files. This method creates and uploads the content directly into Mediasite where you can then view, edit and publish it.

Users can import existing media directly into Mediasite where they can edit it and share it with others. You can use whatever software you have access to and then upload the finished file to Mediasite.

Staff and students can use their own devices such as smartphones, tablets or other mobile devices to record content and upload it to Mediasite.

Step 2: Review and Edit

In the editing process, users can add further information such as a description and linked web resources. Tagging media with key words or phrases allows users to find it more easily on platforms like VideoLeeds. Sharing one weblink with the relevant tag search will show all the relevant resources making this a useful way to share content. All updated tutorials on the Lecture Capture and Media Management system are tagged with lcmm19.

Step 3: Publish and Share

Staff can easily share their digital media to Modules or Organisations within Minerva. Students can only link to their own content in this way by making it viewable and sharing the weblink. this can be pasted into discussion forums or reflective journals within Minerva or shared via Collaborative Office 365 apps. Staff and student content can be shared with University members only or media can be shared more widely with members of the public on University channels such as VideoLeeds. A student could make a digital resource public by simply sharing the weblink on their own social media channels.

How are staff using Personal Capture?

- Clarifying concepts
- Summarising a lecture
- Responding to students' enquiries
- Providing feedback
- Giving instructions
- Creating Flipped Learning Activities
- Presenting research, papers or ideas
- Conference resources

For ideas on how to use Personal Capture or to view digital media visit the [Padlet Wall](#). Feel free to contribute your own ideas by simply double clicking on the wall. Please note this Padlet Wall is publicly available so post and respond accordingly.

For more information on how to create these digital assets, these resources are available:

- [Using the Mediasite Desktop Recorder](#)
- [Importing existing media into Mediasite](#)
- [Upload mobile content from your iPad to Mediasite](#)