

ScreenWatch 6.0 User Review Guide

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ScreenWatch Documentation

Introduction

What is ScreenWatch?

ScreenWatch is a software package that records your lectures and presentations without having to be a multi-media expert. It is designed specifically to record presentations and lectures in or for the classroom and to give teachers and media technologists a single interface to publish audio, video and screen presentations.

What are its uses?

ScreenWatch has many uses that are primarily in the teaching field:

1. Record a presentation for students to view at a later time.
2. Record a presentation live during class for students to review after the class has ended.
3. Live Webcast your recordings at the same time you are recording your lecture and presentation.
4. Make software training tutorials for staff or customer development.
5. Record PowerPoint and publish it to CD or the Web.
6. Record SmartBoard Notebook and publish it to CD or the Web.
7. Record Mimio Whiteboard sessions and publish it to CD or the Web.

Updating a Previously Installed Version of ScreenWatch

It is important to uninstall your previous version of ScreenWatch producer completely using the Add/Remove Programs program found in your control panel. DO NOT remove the folder in the Program Files folder that holds your ScreenWatch files. If this folder is removed, it will cause licensing difficulties when you reinstall. This is because ScreenWatch keeps a copy of your current license in this folder. If it is removed, then newer versions of ScreenWatch will not be able to find it and you may need to contact ScreenWatch support to reset your license file.

Installing ScreenWatch

General Requirements

ScreenWatch is designed to run on a Windows based computer using the Windows XP Service Pack 2 or above operating system. You should have at least a 2.0Ghz processor and 512mb of RAM memory. You must have at least local administrator privileges to install ScreenWatch.

ScreenWatch must install several modules to operate successfully on your computer. The following programs are required by ScreenWatch. If the program does not exist on your system, ScreenWatch will install the required module during its installation.

1. Windows Media Player 9 or above.
2. RealNetworks RealPlayer
3. Windows Media Encoder 9 or above.
4. ScreenWatch Screen Capture Display Driver

If you are installing ScreenWatch from the internet, you will be asked to download three different files: sw6_install.exe, oswprod.cab, and oswprod2.cab. Download these files to the same folder on your computer. Once the files have been downloaded, double click on the sw6_install.exe file and the installation process will begin.

The first step in the process is for ScreenWatch to extract the .cab files that you downloaded. It extracts these .cab files into a default folder on your base disk drive (Usually C:\) under the folder name swproducer6.0.

Once the .cab files are extracted, the extraction program automatically starts the setup.exe that will install ScreenWatch.

Most installations may be accomplished by just pressing the “Next” button after completing what the wizard asks. There is one screen that is important to note as it involves installing the ScreenWatch Capture driver:



You must select the “Continue Anyway” option to successfully install the ScreenWatch Capture driver. The ScreenWatch Capture Driver is not a hardware device, but Microsoft will warn a user upon its installation.

After you press the “Continue Anyway” button, your screen may flash momentarily before the ScreenWatch setup continues.

When the setup is finished you will be required to reboot before running your new ScreenWatch Producer.

Making Your First Presentation

Pre-recording checklist

Format choice

ScreenWatch records your presentations using 1 of 2 formats: RealMedia or Windows Media.

Using RealMedia will let you support both the Windows and the Macintosh playback environments. Users in the RealNetwork’s environment on Windows based computers will be automatically updated with the components necessary to watch the presentation. Macintosh users can install a RealPlayer Macintosh osX plugin from the ScreenWatch website to enable viewing of ScreenWatch content.

Windows Media is supported for environments where the Windows Media 9 or above player is installed. Users are automatically prompted to download and install the necessary software to view a presentation created with ScreenWatch.

Screen Size

ScreenWatch can record desktop sizes up to 1600x1200. However, some thought should be given about what average size of desktop your users have to be able to watch the content that it is recorded. ScreenWatch plays back the content at the same size it was recorded. Thus, if you record an 800x600 screen with video of the presenter, the user will need at least a 1024x768 desktop size to see the full presentation.

We recommend using either 800x600, or 1024x768 recording sizes for your presentation to enable easy playback for your viewers. You can configure the ScreenWatch Producer to change to a particular desktop size before recording so that you can be consistent in the size that you record your presentations. ScreenWatch automatically restores your desktop settings after the recording session is stopped.

Background Images

Windows XP by default puts a picture or image on the desktop as a background. ScreenWatch's lossless compression codec can work more efficiently (lower bandwidth and cpu usage), if you set your desktop wallpaper to "none". If you use a background image on your desktop, you can expect higher bandwidth and larger file sizes.

You may wish to create an account on your computer that has a solid color background and few desktop icons to do your recording.

Type of Content

ScreenWatch can record most everything displayed on your desktop. It can record a PowerPoint presentation in real-time as well as showing someone how to use a website or software application.

ScreenWatch's codec captures only the changes sent to the screen. If you are planning on showing a flash animation, or video playing on the screen, you should expect higher bandwidth and file size as these types of content send many changes to the screen.

Generally, a good idea for producing web based content is to keep from recording flash animations and video content.

Other types of content that can affect bandwidth are:

1. Excessively scrolling of web pages one line at a time. (You should use the page down key whenever possible).

2. Large photographic or image displays. (Using solid colors or gradients in your PowerPoint presentation will significantly reduce your file size and bandwidth).
3. Continuous running animations. You should try to avoid putting continuous running animations in your PowerPoint slides or sitting on a web page with continuous running flash presentations as this will drive up the bandwidth required to view a ScreenWatch Presentation.

If it is necessary to record some of the content mentioned in this section, it is possible to tune ScreenWatch to reduce the number of changes it records, thus reducing file size and bandwidths. Please refer to “Screen Settings” for more information about this topic.

Running the Recording Wizard

ScreenWatch provides fast access to changing different attributes about your recording session via tabs on the main user interface. If you wish to walk through each screen before your recording, you may start the “Recording Wizard” found under the “Tools” menu. There are six main areas that you can change the way you record a presentation.

1. Presentation Information

Presentation Information allows you to select how you want ScreenWatch to name your files when using it in an automated fashion. You may have ScreenWatch increment a number each time you record a presentation and create a name for your presentation from that number, or you may have ScreenWatch generate a project name using a Date and Time combination and pre-pending that to your given project name. These options are most commonly used after you have created a shortcut to a ScreenWatch job and are using it to record weekly or daily lectures.

The Presentation Information tab also allows you to customize the title, author and copyright strings of your presentation. In addition, you may set a maximum duration for your recording and have ScreenWatch automatically stop recording after that duration has been reached. Finally, you can request ScreenWatch prompt you right before it begins the recording session to give you time to make sure your applications are set up, or to take care of classroom business before starting your lecture.

2. Audio Settings

Audio Settings let you select the audio device you will record from as well as adjust it’s volume and quality settings.

3. Video Settings

Video Settings let you select the video device you will record as well as adjust its direction and quality settings. In addition, you may choose to either record, or not record video from this tab.

4. Screen Settings

Screen Settings let you select whether or not you will include your desktop recording with your presentation. This is useful when you just want to create a video message and publish it using the ScreenWatch interface. In addition to this, the Screen Settings tab lets you set if you want to record the screen using a region, or have ScreenWatch preset your screen size before you begin recording.

Presetting your screen size using the “Set Desktop Size before Recording” option will ensure that all of your recordings are the same size and help you provide a consistent set of presentations.

Finally, the “Maximum ScreenWatch Bandwidth” setting enables you to limit the bandwidth spikes that may occur when recording animations or when there are many changes on the screen at once. This option is particularly useful during live webcasting of ScreenWatch.

When recording on-demand only content, you will achieve the best quality when setting this to unconstrained. When live webcasting a presentation, it is recommended that you set this to at least 250kbs. This setting does not make your presentation the bandwidth specified, but will ensure that in small time slices it never exceeds this setting.

5. Visual Aid Settings

The Visual Aid Settings tab helps you to configure special programs that ScreenWatch is designed to work with. Currently, there are 3 programs that ScreenWatch is integrated with:

1. No Visual Aid

Choose this option when you do not want to use ScreenWatch’s integration with PowerPoint, SmartBoard, or Mimio Studio.

2. PowerPoint

If you select to record PowerPoint through the Visual Aids tab, you may select to have ScreenWatch open a particular PowerPoint presentation. In the case of recording class lectures where you may use a different presentation every day, you may elect to have ScreenWatch prompt you for the PowerPoint file you want to record before starting your presentation.

If this option is chosen, ScreenWatch will start your presentation in slide show mode and automatically create an Index of your Slides, adding them to the Table of Contents of the final presentation. When ScreenWatch starts your PowerPoint presentation for you, it is important to use the Alt +F9 key to stop ScreenWatch and your PowerPoint presentation so that ScreenWatch perform a proper

shutdown of your slideshow. If you shut down your slideshow manually, you may receive an error message. This error message is harmless, but will show up on your recording playback.

3. SmartBoard Notebook

If you select to record a SmartBoard Notebook, you can use this option to prompt you for the Smartboard Notebook to use while you are teaching your lecture. ScreenWatch will record a slide change event to its Table of Contents and give your viewers the opportunity to go to a particular slide during playback.

This option let's you choose a particular Smartboard notebook file or to have ScreenWatch prompt you for the notebook file to use when teaching your lecture. Having ScreenWatch prompt you each time it begins a recording let's you have the flexibility to change the Smartboard notebook each presentation you give.

4. Mimio Studio

The Mimio Studio option allows you to either start up Mimio Studio automatically given a Mimio Studio file, or to have ScreenWatch prompt you for the file you wish to open.

6. Live Webcast Settings

If you are live webcasting your presentation, you will have selected the "Live Webcast this Presentation" option in the Presentation Information Tab. Also, you must have purchased a live webcasting license for your ScreenWatch Producer.

At this point, you should have looked at each tab or have finished running the recording wizard and you are ready to start.

Starting Your Recording

There are 3 ways to start your recording. This section will review the Start Button and the Alt F8 hot key. The third method is called "QuickStart" and is used for re-occurring recordings (e.g. multiple lectures per week/day).

Pressing the Start Button

The easiest way to start ScreenWatch is to simply press the Start button. Once the Start button is pressed, ScreenWatch will initiate the recording by asking you where you want to save your project and it's files. It will then load all devices, start all devices, minimize itself, and then begin recording.

Using the Alt F8 Hot Key

You can also initiate the ScreenWatch startup sequence by pressing the Alt –F8 key. This is useful if you want to open up different applications before beginning your recording. The Alt F8 operation is identical to pressing the Start button.

Naming your Project

After initiating the start up process, ScreenWatch will prompt you for the location and name where to save your project files. The name you choose will eventually be the base file name of the presentation that is published to the internet, or put on CD.

Making timed entries into your presentation with the Alt F5 Hot Key.

Once ScreenWatch has begin recording you may see a flash of your desktop. This flash is ScreenWatch installing its display driver so that it may record your screen. During the recording process, you may wish to mark a point in your presentation that you want your viewers to be able to navigate directly to. By pressing the Alt F5 key, ScreenWatch will place a marker that you can later add text to. This marker will appear in the Table of Contents of your published presentation and will allow users to navigate directly to that point in your presentation.

Pausing the recording of your Presentation

ScreenWatch has a special pause key that will set edit points to edit out sections that are being paused. To pause the recording during your presentation hit the Alt F4 key. This will display pause marks in the lower right hand portion of your screen. When you wish to resume the presentation, you must hit Alt F4 again and this will turn off the pause mode. Please note that using the Pause function will cause ScreenWatch to take much longer before it stops your recording job. This is because it will edit out the pause marks when you hit the stop key. If you don't wish to wait for the pause function editing, you may use the ScreenWatch editor to edit out the portions of your presentation you do not wish to keep and thus be able to stop your recording quickly.

Stopping Your Recording

There are 3 ways to stop a recording job. 2 of the ways will be discussed here and one of the ways will be discussed in a later section.

Using the Alt F9 Hot Key

The easiest way to stop a recording is to press the Alt F9 hot key and ScreenWatch will initiate a shut down processes. Depending on the length and size of the presentation, this operation can take up to a few minutes. When ScreenWatch is finished, it will display a

window informing you that the Recording was Successful, or in the event of an error, that there were problems with the recording.

Pressing the Stop Button

The other way to shut down a recording job is to find ScreenWatch on the task bar and hit the Stop button.

Why does ScreenWatch take so long to shut down?

In certain cases ScreenWatch can take a while to shut down. The first case is when the Pause function is used during recording. ScreenWatch must edit the file after it has stopped recording to take out the pause marks. This can take several minutes.

The other case where ScreenWatch can take several minutes to stop is when the file is several hours long and the content is large. It takes time to sort through all of the data that is generated in a long presentation.

In most cases, though, ScreenWatch will stop very quickly.

Playing Back Your Recording

Pressing the Play Button

After your recording has shut down, you can preview it by pressing the Play button from the ScreenWatch Producer.

Using the ScreenWatch Publisher to Preview a Recording

If you want to preview a previous recording, you may open up the ScreenWatch Publisher, then open up your presentation and preview it using the ScreenWatch Publisher.

Publishing Your Recording to the ScreenWatch Test Server

Making your recording is the first step in creating content for the web. The next step is to put it on the internet so that people can watch it through their browsers. ScreenWatch is configured so that you can test your presentation on the ScreenWatch servers at OPTX.

We invite you to publish your test presentations to our server so that you can see how easy it is to put your recordings on the web. Please note that our test servers do not support live webcasting, and the content posted is cleared off the server on a weekly basis.

Starting the Publisher

After you have finished a recording and previewed it, you can start up the ScreenWatch publisher by pressing the Publisher button. If you have just recorded a presentation, the publisher will start up already loaded with the project file you just created. If you are starting up the publisher from the Windows Start menu, then you'll need to open the project you wish to publish.

Adding any notes to the Table of Contents

The first step in publishing is to add or modify any table of contents entries that you have either marked, or that were automatically generated for you by recording PowerPoint or SmartBoard Notebook. The publisher will allow you to change the order, delete, and insert new table of content entries.

Once you have finished editing the table of content entries, you are ready to create the web files and transfer the files to the internet web and/or streaming server.

Selecting the Correct Destination

By default, ScreenWatch comes preloaded with 2 destinations. One destination is for Windows Media, and one destination is for RealMedia. If you have recorded your content in Windows Media, you should select and highlight the ScreenWatch Test Windows Media Destination. If you have recorded your content using RealMedia, you should select and highlight the ScreenWatch Test RealMedia Destination.

Once you have selected the appropriate destination, you can create the web files and transfer the files to the ScreenWatch test server (or your own server if you have configured ScreenWatch to do so), by pressing the publish button.

Once you press the Publish button, there are several processes that will run. The first thing that will happen is that ScreenWatch will automatically generate up to 3 different versions of your web presentation. It will generate high, medium and low bandwidth media files. The high bandwidth files are not necessarily high bandwidth, but are files that look exactly as you recorded them. The medium bandwidth files have had the color depth changed from 16 bit to 8 bit color. This conversion can reduce the bandwidth and file size up to 1/2 the original size. The low bandwidth option uses special compression and also in the case of Windows Media, will remove the video stream and make an audio/screen only presentation. This only happens, of course, when you have recorded with video and in the Windows Media format. In the RealMedia format the low bandwidth option uses special compression also, but does not strip off any video if present.

After the files have been created, ScreenWatch will transfer the web html files to the web server, and will transfer the media files to the media server (either the RealServer, or the Windows Media server).

If you want to change something about your presentation such as the look and feel, the Table of contents, how many bandwidth versions are offered, you may highlight a destination and select the Change button. Each destination type will have a wizard to allow you to configure it.

If you want to add a new destination, you can do it in the Publisher and publish your content directly to the new destination.

Viewing Your Content After it has been Published.

After the files have been created and transferred to the destination that was chosen, you can preview the content by copy and pasting the URL that is generated at the bottom of the publisher into a web browser. The web browser will load and play your presentation from your published location.

Setting up a Reoccurring Recording

Often it is necessary to record a similar presentation several times a week. A good example of this, is in the university where an instructor must lecture to the same class several times per week.

ScreenWatch allows you to configure your recording and make a shortcut of that configuration on your computer's desktop. This can be done by using the Tools menu and selected the "Create Job Shortcut" menu item.

Once you have set up all of the desired setting in ScreenWatch Producer you can save these settings to a ScreenWatch Job File (.swj). Then using the "Create Job Shortcut" menu item, ScreenWatch will place a short cut of your job file on your desktop.

Each time you need to do a recording, you simply double click on this desktop shortcut and ScreenWatch will automatically name your presentation file and display the Quickstart menu.

To start your recording in the Quickstart menu, simply hit the Alt F8 menu item, or press the Start button. Once this is done, ScreenWatch will initiate a recording as you have configured it.

There are 2 options for having ScreenWatch name your project when using the Job Shortcut and can be set using the Presentation Information tab on the ScreenWatch Producer:

1. Sequence Number Increment

- a. Each time the Quickstart menu is invoked, ScreenWatch will generate a name based on a global counter. For example, if you have saved your job file as Math 11, ScreenWatch will generate a file name with a sequence number pre-pended to your Job name. An example name might be 199_Math 11.
2. Date/Time Pre-pend
 - a. If Date/Time Pre-pend is used, ScreenWatch will generate a project name by using the filename you saved the job file to and then pre-pending the Year/Month/Day as well as the Hour, Minute and Second before the base name. An example of this would be 050913_222432_Math 11

The project media and html files that are generated are stored where you had saved your original Job configuration and not on the desktop.

Creating Timed or Unattended Recordings

ScreenWatch has the capability to record for a certain amount of time and then stop automatically. The ScreenWatch project files can then be retrieved at a later time or day.

This is useful for technicians who help start recordings, but may not be present exactly at the time they need to stop the recording session. Unlike previous ScreenWatch releases, you can actually close the ScreenWatch Producer application during a recording session.

To set up a timed recording, start the ScreenWatch Producer and select the Presentation Information Tab. Click on the “Maximum Duration” checkbox and set the time that you wish to record.

Once the time is set, press the “Start” button and begin your recording. If, after the ScreenWatch Producer starts to record, you wish to close the ScreenWatch Producer application, restore it to the desktop and close the application. Do not stop your job though.

When you are ready to either stop your recording session or to retrieve a session that has already stopped, open ScreenWatch Producer. Open the recording job that you want to retrieve (it should be saved where you specified it upon start up), using the File and then Open menu item. Once this job is opened, navigate to the “Job Management” menu and select the “Retrieve or Stop Job” menu item. ScreenWatch will then stop the job if it is still running and create all the necessary preview files just as if you had hit the stop button without setting a maximum duration.

This feature is useful for a technician who must start many classrooms for recording at once and wishes to publish the content recorded the next day.

Creating Web Based Menus for your presentations

ScreenWatch can create and maintain a menu list of presentations you have published automatically on your web server.

The result of configuring a Menu and listing that menu in a destination can save many hours of HTML coding and also get your presentations to the viewer in less time.

Each time you publish to a ScreenWatch destination that has a menu associated with it, ScreenWatch will add the presentation to the Menu and then also transfer the newly updated menu to your web server. This means that the only link you need to add to your website is the link to the Menu. Once this is done, ScreenWatch can maintain the menu for you by adding links to each presentation and it is unnecessary to link each presentation for the user to view it.

Using the Menu Manager

To use the Menu feature of ScreenWatch you must first add a menu description. Once the menu description is created, you can then add it to a destination that you use to publish your content and the menu will be updated each time new content is published.

To create a Menu description, start the ScreenWatch Producer and navigate to the Tools and then the Menu Manager menu item. This will start up the Menu Manager.

To add a new menu description, press the “New Menu” button. To edit an existing menu description, find its name in the combo box listing all menu descriptions and select it.

Once pressing the “New Menu” button, you must give your menu a name that will uniquely identify it from other menus. The name you give the menu will become the base name of the html file that is generated for the menu. For example, if you name the menu Math_233 then ScreenWatch, during the publishing process, will create and maintain an html file on your webserver named Math_233.htm.

After you have named your new menu, it is time to give it a title that is displayed at the top of the menu, a style that matches the styles of the templates chosen to publish your content, and a site so that ScreenWatch knows where to publish your menu when it needs updating.

The Menu Title is displayed in large bold text at the top of the menu. A useful title for the Math 233 menu is “Math 233 Lectures and Presentations”.

You should select a style similar to the style you use to publish your other lectures so that look and feel of your presentation menu is similar to your published lectures and presentations.

Before defining a menu, you should have set up a “web site” in the Site Manager so that users can access your content. If you do not have this set up yet, you may use the ScreenWatch Test Web Server site, but remember that this content is deleted regularly.

There is an area for you to set a CD ROM menu location. This field should not be used as this data is set during the addition of a CD-ROM definition in the CD manager. Please leave this field blank.

To save your menu and begin using it, you must press the “Apply” or “OK” button. Doing so will save your menu description to the menu folder and ScreenWatch will be able to include it in further publishing sessions.

Adding Descriptions to your Published Menu Items

The Menu Element list and Menu Item list should be blank and are filled with data as you begin publishing to your new menu. After you have published your presentations and have included your menu, you can return to the menu manager and add text descriptions for each presentation you have completed. This text description will be displayed under the link to the presentation in the menu and can be used for describing in more detail what the presentation is about.

The main link to a presentation from a menu uses the Job Name/Title Field that was set either in the publisher, or in the ScreenWatch producer. It is important when using menus that this title is unique and accurately describes what is in the presentation.

Updating your Menu

If you have manually added descriptions for your published lectures, you may update the menu on the webserver by pressing the “Publish” button. The “Publish” button will cause ScreenWatch to re-author your menu and put it up on the webserver for you.

When you press the “Publish” button, you will be prompted whether to update the Web Menu, or the CD-ROM Menu. If you are updating a menu that is associated with a CD-ROM description, then select the CD-ROM option, otherwise, select the “Web/HTML” option.

Associating your Menu to a Destination in ScreenWatch Producer

Many of the publishing destination types (Web and Streaming Server, Download Package, and Live Webcasting) allow you to select a menu name to add the presentation to when it is published.

To add a menu to a destination that is already listed in the ScreenWatch Producer, you can “Change” the destination. By using the “Change” button with a particular highlighted destination, you can rerun the wizard that you used to set up the destination the first time and then also associate your menu to it. Once you have selected the menu name and completely run the destination wizard, your menu will be used by subsequent presentations that you publish.

Editing your presentations

ScreenWatch allows you to trim the beginning and end of your recordings as well as combining parts of different lectures and presentations into a single project.

Starting The ScreenWatch Editor

You can start the ScreenWatch Editor using 3 different methods:

1. Pressing the “Editor” button on the ScreenWatch Producer.
2. Navigating to the “Start”, “All Programs”, ScreenWatch” menu and selecting the “ScreenWatch Editor” menu item.
3. Double Clicking on an existing ScreenWatch Edit Session file ending in “swe”.

Before you can import and edit files you must give your editing session a name. Right after you start the ScreenWatch Editor for the first time, navigate to the “File” and then the “New” menu. ScreenWatch will prompt you for a location and file name to save the “swe” file. The swe file will contain a history of your imported clips as well as the times you have selected to edit them with.

Once you have selected a file and pathname for your swe filename, ScreenWatch will allow you to import your projects for editing.

Importing Projects to Edit

To begin working on a ScreenWatch clip, you must import it first. Once the first clip is imported, only clips that have been recorded with the same audio, video and screen settings will be allowed to be imported. For example, you cannot import a project that you recorded screen and audio only and then try and import a project where you recorded video with the screen.

To import a clip, press the “Import” button and ScreenWatch will prompt you to select a “swp” file. Once this file is selected, ScreenWatch will import it into your editing project.

You may import the same clip multiple times in a project. This would be useful for using a section in the front of a presentation, and also using the ending part of that presentation.

ScreenWatch also keeps track of your Table of Content markers from each project you import. ScreenWatch will edit the markers and include only those markers that you have chosen in your start and end-time settings for each clip.

Trimming the Times of a Clip

After you have imported one or more clips into the editing session, you may adjust the starting and ending time of the clip. You can do this by either sliding the slider bar under the starting time, or typing in the exact time you wish to start in the time field for the starting time. You use the same process for setting the end time.

If you have more than one clip, then you can select a transition to show between the first and following clips.

Adding Transitions between Clips

To add a transition between clips you have identified (except for the first clip), select the “Transition” combo box and select the transition you want to use to “introduce” the clip you have selected. When ScreenWatch exports or previews the entire project, you will be able to see what your transition looks like.

ScreenWatch transitions are unique in the fact that they are implemented on the player (client side rendered) and not by generating extra frames data. Thus, the transition you see on the preview will be just like the transition the user will see when they watch your presentation.

Previewing an Individual Clip

As you adjust the start and ending time of each clip it is useful for you to preview your changes. If you want to preview a particular clip with the time adjustments you have made, highlight the clip you wish to preview and press the “Preview Clip” button. This will generate a temporary clip that you can view and verify that your edits are correct.

Please note that the transition that you selected for your clips will not show up until you preview the entire project.

Previewing Your Project

After making adjustments on all of the imported clips in your project, you can preview your changes in their entirety by pressing the “Preview Project” button. This will create a

single clip from all of your imported clips and give you a chance to preview your changes.

Once you have finished making changes, you can save to a new project using the “Export Project” menu item.

Exporting Your New Project

To save your edited project to a new project so that you can publish it to a destination, you must export it. The “Export Project” menu item is under the “File” menu item. To export your project, select the “Export Project” menu item and supply the editor with the name and path where you wish to store your new project.

This process may take some time to complete as ScreenWatch must build and assemble all of your different clips into a single clip.

Once this process is finished, you may open up your new project in the ScreenWatch Publisher and publish it to its final destination.

Setting up your Web and/or Streaming Servers for On-Demand Streaming

Before ScreenWatch can put content on your internet server, it must have the proper information to both copy the files to your server, as well as how the content will be accessed or addressed by the user. ScreenWatch keeps information on multiple servers using the Site Manager.

There are 3 ways that ScreenWatch allows you to publisher your content:

1. Using a Web server only with no streaming server.
2. Using a Web server and a Streaming Server.
3. Using Blackboard and a Streaming Server.

This section will show you how to configure ScreenWatch site to allow you to publish to a Web Server only configuration, or a Web and Streaming server configuration. Publishing to a Blackboard Course Management System is covered in a different section.

Using a Web server without a Streaming Server to show your ScreenWatch content

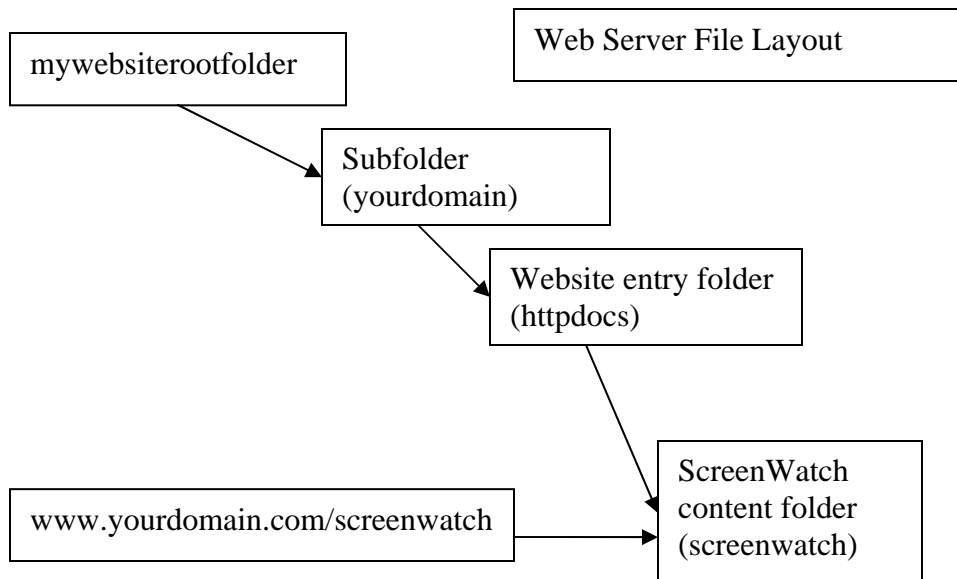
This method of configuring your ScreenWatch site is useful when you are using a hosted account for a website and want to put your presentations or lectures online without having to set up or use a streaming media server.

To accomplish this you must set up 2 different site files:

1. A Site File that describes your Web Server
2. A Site file that describes your virtual streaming server that is really your web server.

Setting up your Web Server

The following picture shows a typical file structure of a hosted web account. When ScreenWatch logs in to copy its files, it must traverse down several folders until it reaches the folder on the server where you have specified the ScreenWatch content to be stored (Many times you have created a special folder named ScreenWatch to store your content).



To create a site that refers to your Webserver as in the example shown above, do the following steps:

1. Start ScreenWatch Producer and select the Site Manager from the Tools menu.
2. Click the "New" button.
3. The site name that ScreenWatch generates is un-descriptive. Highlight the site name and give it a name that will mean something to you. For example, "My Math 233 Web Server".
4. Select the Site Type combo box to "Web Server"

5. Set the Site FTP address to the address you use to put files on your server. Many times this will be the same as the domain name that you have been given. For our example above, we would use www.yourdomain.com for the ftp address.
6. Set the User name given to you to upload files.
7. Set the Password for the User name that has been given to you to upload files.
8. Specify the sub folders that you must traverse to put the content in your special ScreenWatch folder. In our example, we would put “yourdomain/httpdocs/screenwatch” in the “Folder/Directory to place content field.
9. Set the Passive FTP option so that ScreenWatch will work well through firewalls.
10. Select the File transfer method to “FTP Remote System Transfer”. If your web server is on a share on your internal network, you may select the “File Copy” method and supply a path to your webserver folder.
11. Put your webserver address in the “Server URL” field. In our example, we would put www.yourdomain.com in this field.
12. Put your webserver path to the special ScreenWatch folder you created. In our example, we would put “screenwatch” in this field.
13. Specify the HTTP protocol for a Web Server site. This field is used for the case where we want our webserver to act like a virtual streaming media server.
14. Verify that an example URL would look like what ScreenWatch is displaying at the bottom of the Site Manager.
15. Press Apply to save your site file.
16. Be careful to use only lower case letters in your settings as some web servers are case sensitive.

Setting up your Virtual Streaming Media Server

To create a site that refers to a “Virtual” streaming media server as in the example shown above, do the following steps:

1. Start ScreenWatch Producer and select the Site Manager from the Tools menu.
2. Click the “New” button.
3. The site name that ScreenWatch generates is un-descriptive. Highlight the site name and give it a name that will mean something to you. For example, “My Math 233 RealNetworks Server”. Or if you are using the Windows Media format, you should name it “My Math 233 Windows Media Server.”
4. Select the Site Type combo box to “RealMedia Server” if you are recording in the RealMedia format, or “Windows Media Server” if you are recording in the Windows Media format.
5. Set the Site FTP address to the address you use to put files on your server. Many times this will be the same as the domain name that you have been given. For our example above, we would use www.yourdomain.com for the ftp address.
6. Set the User name given to you to upload files.
7. Set the Password for the User name that has been given to you to upload files.

8. Specify the sub folders that you must traverse to put the content in your special ScreenWatch folder. In our example, we would put “yourdomain/httpdocs/screenwatch” in the “Folder/Directory to place content field.
9. Set the Passive FTP option so that ScreenWatch will work well through firewalls.
10. Select the File transfer method to “FTP Remote System Transfer”. If your web server is on a share on your internal network, you may select the “File Copy” method and supply a path to your virtual streaming media server folder.
11. Put your webserver address in the “Server URL” field. In our example, we would put www.yourdomain.com in this field.
12. Put your webserver path to the special ScreenWatch folder you created. In our example, we would put “screenwatch” in this field.

13. Specify the **HTTP** protocol for your virtual streaming media server site.
14. Verify that an example URL would look like what ScreenWatch is displaying at the bottom of the Site Manager.
15. Press Apply to save your site file.
16. Be careful to use only lower case letters in your settings as some web servers are case sensitive.

Using a Web server and a Streaming Server to show your ScreenWatch content

The configuration of a site that uses a streaming media server instead of using a web server only is similar to the case explained above where we set up a virtual streaming server.

The set up for the web server is the same as above. The set up for the streaming media server differs in the following areas:

- 1 . The ftp address, login and password, will be the address, login and password for the server containing your streaming media server.
2. The directory/folder to place your content will be the directory/folder that must be traversed to to place your content where the streaming media server can access it.
3. The URL of the server should be set to the URL of your streaming media server.
4. The Directory path added to the URL/mount point will be the folder names you must add to the streaming media server address to access your content from your respective media player.
5. The Protocol should be set to use RTSP://.

Publishing options for your completed presentations

There are many options on how to publish your presentations. ScreenWatch can publish to the following destination types:

1. Web Server Only
2. Web and Streaming Server
3. Blackboard Course Management System
4. CD-ROM Image
5. Web Download Image (zipped files of your presentation)

Although you can add these destination types after you have recorded, it is best to add them inside the ScreenWatch Producer. This insures that every presentation you record after adding your destination to the ScreenWatch producer will have the destination already defined during publishing time.

Publishing to a single web server

If you are only using a web site and no streaming media server, you can publish directly to your web server using ScreenWatch. You must have already set up your web site file and your virtual streaming media site file as outlined in the section on setting up your site files.

To add your website as a destination in the ScreenWatch Producer, do the following steps:

1. Start ScreenWatch Producer
2. Select the “Add” button in the Destinations section on the ScreenWatch Producer.
3. Select the Web and Streaming Destination and press the “OK” button.
4. Give your destination a meaningful name. e.g. Math 233 Website
5. Select the style in which you want ScreenWatch to publish your content with.
6. If you have a menu defined and would like each presentation published with this destination to be added to the menu, select a menu. Otherwise, select No Menu.
7. Select the “Next” button.
8. Select how many bandwidth options you would like to create when publishing your presentation.
9. Select your Web and Virtual Streaming Media Server sites in the combo boxes below the bandwidth options.
10. Press the “Finish” button to add your destination.
11. Save the “Job” file in ScreenWatch by saving your settings to a file.

After you have made the next recording with these settings, your destination will appear in the ScreenWatch project that is created after the recording. This project file is used for the publisher, thus you will have access to your destination at that time.

Publishing to a Web and Streaming Media server

If you are only using a web site and a streaming media server, you can publish directly to your web and streaming server using ScreenWatch. You must have already set up your web site file and your streaming media site file as outlined in the section on setting up your site files.

To add your website and streaming media server as a destination in the ScreenWatch Producer, do the following steps:

1. Start ScreenWatch Producer
2. Select the “Add” button in the Destinations section on the ScreenWatch Producer.
3. Select the Web and Streaming Destination and press the “OK” button.
4. Give your destination a meaningful name. e.g. Math 233 Website
5. Select the style in which you want ScreenWatch to publish your content with.
6. If you have a menu defined and would like each presentation published with this destination to be added to the menu, select a menu. Otherwise, select No Menu.
7. Select the “Next” button.
8. Select how many bandwidth options you would like to create when publishing your presentation.
9. Select your Web and Virtual Streaming Media Server sites in the combo boxes below the bandwidth options.
10. Press the “Finish” button to add your destination.
11. Save the “Job” file in ScreenWatch by saving your settings to a file.

After you have made the next recording with these settings, your destination will appear in the ScreenWatch project that is created after the recording. This project file is used for the publisher, thus you will have access to your destination at that time.

Publishing self extracting exe presentations to a Web Server

It is sometimes necessary to give a user a zipped up file of your presentation. This is useful in the case where a user has very low bandwidth and the resulting buffering makes it too hard to follow a longer presentation.

ScreenWatch provides a destination type that will zip up your presentation into either a zip file, or a self extracting .exe file. You would use a zip file when in the RealNetworks media type and you wish to server the Macintosh viewing audience. PC users, however, can download a self extracting .exe file of your presentation. Then need only to click on the exe file and then find the main html file in the extracted files to run the presentation.

Please note that it is still required that the user have the appropriate media files and ScreenWatch player plugins installed before trying to view a presentation created with this destination.

If you need to give content to users that will not be on-line, you should use the CD-ROM destination as it takes care of the details of installing plugins and having the appropriate media players. It also self launches presentations when the CD is inserted into the computer.

Adding a download destination will do the following:

1. Make zip or exe files (or both) of your presentation.
2. Create a download web page with instructions to your users.
3. Publish the zip, exe and download web page to your web server.

You will need to make sure you have a web site site file defined (as outlined in creating site files) before using this destination.

To add a download file destination do the following:

1. Start ScreenWatch Producer
2. Select the “Add” button in the Destinations section on the ScreenWatch Producer.
3. Select the Download Package Destination and press the “OK” button.
4. Give your destination a meaningful name. e.g. Math 233 Website
5. Select the style in which you want ScreenWatch to publish your content with.
6. If you have a menu defined and would like each presentation published with this destination to be added to the menu, select a menu. Otherwise, select No Menu.
7. Select the “Next” button.
8. Select whether you want to have an EXE or zip file created (or both).
9. Select your Web Server sites in the combo boxes below the file creation options.
10. Press the “Finish” button to add your destination.
11. Save the “Job” file in ScreenWatch by saving your settings to a file.

After you have made the next recording with these settings, your destination will appear in the ScreenWatch project that is created after the recording. This project file is used for the publisher, thus you will have access to your destination at that time.

Creating a CD-ROM using one or multiple presentations

ScreenWatch provides a CD-ROM destination that will create a CD-ROM image for you to burn using your CD-ROM burning software. After you add your CD-ROM destination and then begin to publish using it, ScreenWatch adds your presentation to the location you specify. It also creates an entry page that the user will see when they insert the CD-ROM. In addition, ScreenWatch automatically configures tools to install any necessary plugins, or players for you. This is done automatically when the user inserts the CD into their computer.

Another important feature of the ScreenWatch CD-ROM destination is the ability to create multiple volumes. This is useful when recording lectures for a class and eventually having to use more than one CD-ROM to hold the entire class lectures.

ScreenWatch monitors the space being used for the CD and when it gets full, ScreenWatch creates a second volume for a second CD image automatically. This insures that you will never have too much content on any single CD.

To begin using the ScreenWatch CD Destination you must do the following:

1. Create a folder on your hard disk where you want ScreenWatch to create your CD-ROM volumes.
2. Define a CD-ROM volume using the CD Manager.
3. Define a CD-ROM destination in the ScreenWatch Producer.
4. Begin publishing your presentations to the CD-ROM destination.

Creating a folder for your CD Images

Before adding a CD-ROM volume to the ScreenWatch system, you must first create a folder where you want to store all of the files. The folder you create will be the same one where you will go to burn your CD volumes onto a real CD-ROM. Once you create a folder, ScreenWatch will put folders inside the folder you defined. The folders will have the name Volume01, Volume02 ... VolumeXX for as many volumes as you fill up. When you are ready to burn a CD, you will burn all of the files in the VolumeXX folders.

You should use a different folder location for each CD you are creating. For instance, you would have a different folder for Math 233 and Math 10. If you were to use the same folder, all of the lectures of the 2 classes would appear on the same CD!

Defining a CD-ROM volume using the CD Image Manager

To define a new CD-ROM volume, you must start ScreenWatch Producer. Navigate to the Tools Menu and then select "CD-ROM Manager."

To add a new CD Image definition, press the "New" button. You should select the ScreenWatch generated name and change it to a name that has more meaning for you.

The next setting is the style in which you want the CD-ROM startup page to use. Select a style that will be consistent with what you use for publishing your presentations.

After selecting the style, type in the title string that will appear as the title text of the html page that pops up when the user inserts the CD into their computer after you have authored. It.

The description field should be filled out with a description of your CD-ROM. This is text that will be under the title text on the html page that pops up when the user inserts the CD into their computer.

The “Base Image Folder” should be set to the folder that you created to store your CD Volumes. You may either type it in, or use the “Browse” button to navigate to the folder.

The next 2 options allow you to specify whether or not to include a Media player with your CD-ROM. ScreenWatch builds a CD-ROM volume to autostart when inserted and to check the user environment to make sure they have the necessary software to play the ScreenWatch presentation. One of the requirements is that the user have at least Window Media Player 9, or RealPlayer. If the autorun program ScreenWatch provides detects that the user needs to install the player, it will install it if it is selected to be included using these check boxes.

If you have an agreement with RealNetworks or Microsoft to be able to distribute their player, you should set the path to the installation image at this point. It is very easy to get a free agreement to distribute the media players. Please see <http://www.microsoft.com/windowsmedia>, or <http://www.realnetworks.com>.

After you have set all of the above information press the “OK” or “Apply” button to save the CD Image Description. You are now ready to add a CD Destination to your project and begin building your content onto CD.

Defining a CD-ROM Destination

Adding a “Destination” to a CD-ROM Image definition that you have created can be done from the ScreenWatch Producer. Press the “Add” button near the Destinations area and select the CD/DVD ROM Destination type.

Once the CD/DVD ROM Destination type wizard has started, assign the destination a name that will make sense to you. E.g. Math 233 CDRom

After assigning a name for your destination select the CD-ROM Image you want this destination to be associated to and publish to.

After the CD-ROM image has been specified, choose a style that is consistent with the style you chose when defining your CD-ROM Image.

After you press the “Finish” button in the wizard, your destination will show up in the Destinations list on the ScreenWatch producer. Be sure to save the Job file in the ScreenWatch producer (File, and then Save), to save your destination settings.

After you have made the next recording with these settings, your destination will appear in the ScreenWatch project that is created after the recording. This project file is used for the publisher, thus you will have access to your destination at that time.

Publishing to Blackboard

ScreenWatch can publish directly to your blackboard account and to the location you select. The following is a list of requirements before you can publish to your Blackboard account:

1. Installation of the ScreenWatch Blackboard Building Block (This must be done by your Blackboard Administrator).
2. Configuration of your ScreenWatch Media Site from inside your Blackboard Account.
3. Creation of a Blackboard Site in the ScreenWatch Site Manager.
4. Addition of a Blackboard destination to your ScreenWatch recording job.

Installation of the ScreenWatch Building Block

The ScreenWatch building block for Blackboard is a free download from the <http://www.screenwatch.com> web site. You should have your Blackboard administrator download and install this building block before trying to publish directly to your blackboard account.

Once the building block has been installed, you are ready to configure it from within your Blackboard account.

Configuring your ScreenWatch Media Site from your Blackboard Account.

If you are an assigned instructor of a course, you may configure your access to the Blackboard Building block by selecting the course you wish to publish to and then going to the Control Panel in your Blackboard System.

In the Blackboard Control Panel under the “Course Tools” section, click on the “Administer ScreenWatch Sites” hyperlink. This will start up the ScreenWatch site manager for your Blackboard system.

Before continuing, it is important that you review the section in this document on the ScreenWatch Site Manager. Although the user interface is different, the fields and values that you have already set will be the same in the Blackboard system.

On the Blackboard system, select the site to add. A site ending in the _real string is for adding a RealNetworks site, and site ending in _wma is for adding a Windows Media site.

After selecting which media format site to add, select the “Add New User Site” and press the “Continue” button. This will run the “Add User Site” web page.

The first step on the “Add User Site” web page is to enable the site so that it can be used from a ScreenWatch application. Check the “This site is Enabled” checkbox.

Next, you must assign a password so that you may access this publish site from ScreenWatch. You will use this same password when configuring the ScreenWatch Producer to publish directly to Blackboard. It is sometimes useful to use the same password that you log into Blackboard with.

The next field is the site type and should match the media type that you chose before you ran the “Add User Site” web page. If it does not match, you can select a different media type from the combo box.

The following fields are the same fields described in the ScreenWatch site manager section and should be filled out.

After you have filled out the necessary fields, click on the “Add Now” button and your site access will be enabled.

If you find it necessary to make any modifications to these settings, you can go back to the “Administer ScreenWatch Sites” and either edit, or delete the site you have just created.

Creation of a Blackboard Site in the ScreenWatch Site Manager

The Blackboard site definition lets you specify which course, and course area you want ScreenWatch to put your content. Also, there are options for adding your published lecture or presentation to the selected course calendar or community area.

To define a Blackboard site within ScreenWatch, you must start ScreenWatch Producer. Then choose the “Tools” menu and click on the “New” button. Change the automatically generated site name to a meaningful name to you. E.g. Math 233 Course Documents.

Change the site type from Web server to Blackboard CMS.

You'll need to enter the URL to your blackboard server in the form of <http://www.myblackboard.com>. (Where www.myblackboard.com is your blackboard server).

Next, you should supply your Blackboard login ID and the password that you gave yourself in the "Configuring your ScreenWatch site on Blackboard" step above this one.

The last field in the section has to do with your virtual installation. Most of the time, this virtual installation name is "bb_bb60". If bb_bb60 does not work, please check with your Blackboard Administrator to see if they have installed additional virtual installations and what the name of the one you are supposed to use should be.

After setting you Blackboard Access information, you can then select the Set Content Location button. This will launch a view of your Blackboard Classes. You can open up each class to choose a content area where to put the links to your ScreenWatch content. Once you have selected a valid content area to place your content, click the "OK" button and this content area will be applied to your site.

If you want your content to be added to the Course Calendar, (which is useful when you are recording multiple lectures each week), then you can enable the "Include Link to Course Calendar" check box. There are 3 options on which date is chosen for the course calendar:

1. The content creation date – This is the date the content was originally recorded.
2. The content publish date -- This is the date that you actually publish your content to the Blackboard Server.
3. Site Calendar Date -- This is the date that you choose in the calendar while setting up your Blackboard site.

Once you have specified all fields, click the "OK" button in the ScreenWatch Site Manager and you are ready to add your Blackboard Destination to your project.

You will probably create multiple Blackboard Sites in the ScreenWatch Site Manager. This will enable you to publish to multiple classes in your Blackboard system.

Addition of a Blackboard Destination to your ScreenWatch Recording Project

Adding a Blackboard destination to your project is like adding other destinations to your project. Click on the "Add" button in the Destinations area of ScreenWatch Producer. Then select the "Blackboard Destination" and click on the "Add Destination" button.

This will launch the Blackboard Destination Wizard. The first field to fill out is the destination name. You should give this destination a meaningful name that applies to where you will publish your content on Blackboard. E.g. Blackboard Math 233 Lectures

After giving your destination a name, you should select a style, or look and feel, for what you will publish.

After the style has been selected, click on the “Next” button and you then can select how many different bandwidth versions of your media files you would like ScreenWatch to generate.

The final item to select is your Blackboard site (that you had defined in the steps above).

Once all of the fields are set correctly, click the “Finish” button and your site will be added to your future recording jobs. . Be sure to save the Job file in the ScreenWatch producer (File, and then Save), to save your destination settings.

After you have made the next recording with these settings, your destination will appear in the ScreenWatch project that is created after the recording. This project file is used for the publisher, thus you will have access to your destination at that time.

Live Webcasting

ScreenWatch can live webcast your desktop with audio and video using either a Windows Media Server, or a RealNetworks Server. Live Webcasting lets viewers watch the presentation at nearly the same time it is being given. ScreenWatch also archives the live webcast so that it may be played in an “on-demand” manner after the webcast has been completed.

In order to live webcast with ScreenWatch producer, you must either be in evaluation mode, or you must have purchased a Live Webcasting License for your copy of ScreenWatch Producer.

Please note that if you are evaluating ScreenWatch, OPTX does not provide a server to test live webcasting. You will need to have access to a Realserver or Windows Media Server 9 or above to test live webcasting.

You must set up the media server before live webcasting with ScreenWatch.

Live Webcasting using RealNetworks Format

RealServer Server Set-up

ScreenWatch can live webcast through a RealNetworks Helix/Realserver with no additional software needed. However, you must create an account in the RealNetworks server administrator program to allow you to do a “G2 Legacy Push” broadcast.

To set up a live webcasting account on the realserver, you must start your realserver administrator on the computer where your realserver is installed. Navigate to the Security menu. Then select the “Authentication” menu. Highlight the SecureEncoder Authentication Realm. Below this list, you will see the “Add a User to Realm” hyperlink. Click on this link and fill out the new user name and password. This is the user name and password that you will supply to ScreenWatch so that it is able to use the server to broadcast. Click on the OK button and close the RealServer Administrator program.

ScreenWatch Producer Live Webcasting for RealNetworks Set-up

There are 3 different tabs that are used to set-up the live webcast parameters after you have started ScreenWatch Producer: Presentation Settings, Screen Settings and Live Webcast Settings.

Presentation Settings

You must check the “Live Webcast” check box to enable the Live Webcast Tab. Also, recheck that you have the correct media type set (In this case RealNetwork’s RealMedia).

Screen Settings

During the live webcast, it is useful to stop any large spikes in data transmission. ScreenWatch has a “Bandwidth Governor” that will stop these data spikes. However, this also will affect your presentation quality.

We recommend setting your Maximum ScreenWatch bandwidth to 250kbs to begin with. If you find you would like better quality, then you may set this setting higher. It is not recommended that you set your Maximum ScreenWatch Bandwidth lower than 150kbs or on the unconstrained setting.

The Maximum ScreenWatch Bandwidth does not mean that a constant bandwidth of 250kbs will be used (if it is set to 250kbs). It just means that ScreenWatch will limit the bandwidth spikes (due to a large amount of screen changes) to 250kbs. In most cases, your actual ScreenWatch bandwidth will be much lower.

Live Webcast Settings

Before setting any other live webcast settings, you must assign a live webcast destination to your ScreenWatch Producer Job. To run the live webcast destination wizard, navigate to the “Live Webcast Settings” tab, and click on the “Set Live Destination” button.

When the Live Destination wizard starts, you will need to assign your live destination a name. It is useful to assign it a name that makes sense to you. E.g. Math 233 Live Webcast Location.

After setting the live webcast destination name, you should set the style of web page that you want ScreenWatch to publish for your viewers to watch the webcast. If you have menu’s defined and would like this webcast to be added to your menu, select the appropriate menu name, then hit the “Next” button.

On the final page of the live webcast settings wizard, select the appropriate web site and Realmedia streaming site and then hit finish. This will add your live webcast site to your project.

ScreenWatch needs this site information so that it may author and transfer a web page and if necessary a SMIL file to your server before the webcast begins.

After assigning the live webcast destination, you should be able to fill out the remaining fields for the live webcast tab.

The servername should be set to the Realserver URL and not have the protocol specifier added to the beginning. E.g. real.presenternow.com, not rtsp://real.presenternow.com

The Username and Password fields should be set to the RealServer Encoder Realm User and Password that were created for you as described in, “RealServer Set-up”.

The port number should be set to 4040 as this is the standard port for sending the legacy G2 push type of encoding to the realserver.

Once all of the settings are correctly set, you are ready to live webcast. When you start the recording, ScreenWatch will author the necessary html and smil files (if necessary), publish them to your web and streaming servers, and then start to broadcast. The live webcast file name has a “_live” postfixed to the name. So if your project is named mylivetest, then the broadcast html filename at your specified location on the server will be named mylivetest_live.htm.

Live Webcasting using the Windows Media Format

ScreenWatch can do a “push” live webcast for the Windows Media format. Push means that ScreenWatch will connect to the Windows Media server and send it the stream data whether or not anyone is connected. It uses port 80 to connect to the Windows Media Server.

Windows Media Server Set-up

You must have a valid account on the Windows Media Server to be able to authenticate and use the server for webcasting. We highly recommend that you use the Windows Media Encoder that was installed with your ScreenWatch release to test a push live webcast. If you are able to do a push live webcast and provide a user name and password successfully, then you are ready to live webcast using ScreenWatch.

ScreenWatch Set-up for Windows Media Live Webcasting

There are 3 different tabs that are used to set-up the live webcast parameters after you have started ScreenWatch Producer: Presentation Settings, Screen Settings and Live Webcast Settings.

Presentation Settings

You must check the “Live Webcast” check box to enable the Live Webcast Tab. Also, recheck that you have the correct media type set (In this case Windows Media).

Screen Settings

During the live webcast, it is useful to stop any large spikes in data transmission. ScreenWatch has a “Bandwidth Governor” that will stop these data spikes. However, this also will affect your presentation quality.

We recommend setting your Maximum ScreenWatch bandwidth to 250kbs to begin with. If you find you would like better quality, then you may set this setting higher. It is not recommended that you set your Maximum ScreenWatch Bandwidth lower than 150kbs or on the unconstrained setting.

The Maximum ScreenWatch Bandwidth does not mean that a constant bandwidth of 250kbs will be used (if it is set to 250kbs). It just means that ScreenWatch will limit the bandwidth spikes (due to a large amount of screen changes) to 250kbs. In most cases, your actual ScreenWatch bandwidth will be much lower.

Live Webcast Settings

Before setting any other live webcast settings, you must assign a live webcast destination to your ScreenWatch Producer Job. To run the live webcast destination wizard, navigate to the “Live Webcast Settings” tab, and click on the “Set Live Destination” button.

When the Live Destination wizard starts, you will need to assign your live destination a name. It is useful to assign it a name that makes sense to you. E.g. Math 233 Live Webcast Location.

After setting the live webcast destination name, you should set the style of web page that you want ScreenWatch to publish for your viewers to watch the webcast. If you have menu's defined and would like this webcast to be added to your menu, select the appropriate menu name, then hit the "Next" button.

On the final page of the live webcast settings wizard, select the appropriate web site and Windows Media streaming site and then hit finish. This will add your live webcast site to your project.

ScreenWatch needs this site information so that it may author and transfer a web page and if necessary a SMIL file to your server before the webcast begins.

After assigning the live webcast destination, you should be able to fill out the remaining fields for the live webcast tab.

The servername should be set to the Windows Media URL and not have the protocol name added to the beginning. E.g. real.presenternow.com, not rtsp://real.presenternow.com

The Username and Password fields should be set to Windows Media Server User and Password that were used when testing your push live webcast with the Windows Media Encoder.

The port number specification is the port that ScreenWatch uses internally to connect the screen encoder to the windows media encoder. A good port number to use is 8082. Using the port 80 setting may conflict with other applications running on your computer.

Once all of the settings are correctly set, you are ready to live web cast. When you start the recording, ScreenWatch will author the necessary html and smil files (if necessary), publish them to your web and streaming servers, and then start to broadcast. The live web cast file name has a "_live" postfixed to the name. So if your project is named mylivetest, then the broadcast html filename at your specified location on the server will be named mylivetest_live.htm.

Best Practices

This section offers tips when recording under certain situations.

General Recording

1. Change your desktop Wallpaper to a solid color and do not use images for the background. This will help to reduce your final bandwidth of your presentation.

2. Record your presentations at an 800x600 desktop size. Although ScreenWatch can record up to 1600x1200, it is better for the users viewing your presentation to be able to see the entire presentation on their screen.
3. Avoid scrolling of web pages and word documents by grabbing the scrollbar and dragging it. ScreenWatch records all of the changes that happen to the screen. If you drag the scroll bar only a little at a time, then there are large amounts of changes sent to the recording driver. It is better practice to either use the “Page Down” key, or to click in the open area of the scrollbar so that your screen jumps a page at a time instead of a few pixels at a time.

PowerPoint

1. Avoid using continuous gif animations in your slides as this can drive up your resulting bandwidth.
2. Use backgrounds that do not contain photographic images. This helps to reduce the file size of the finished presentation.