

Uploading Audio and Video Files to iLecture

The following document provides an overview of how to upload existing media files (audio and video) so that they can be delivered to students as iLecture presentations.

Although the iLecture system is commonly used for capturing your lectures from teaching spaces, it can also be used as a storage and distribution tool for audio and video media that has been captured using a variety of other tools and systems. As a staff member, you may wish to provide a media file to students that you captured using your iPhone, video camera or other portable video capturing device. Using the iLecture system, you can easily upload the audio or video file into a particular course, assign some associated meta-data, edit online if necessary, and manage it as you would any other presentation within the course.

Did you know that you can capture files using your iPhone or digital camera and upload into iLecture for delivering to students?



Steps For Importing Media Files

Existing media files are uploaded into the iLecture system using the **Media Import** feature. To access the Media Import feature you first need to log into the [Echo360 Media Manager](http://ess.ilecture.curtin.edu.au/) using your Curtin login credentials.

<http://ess.ilecture.curtin.edu.au/>

Go to the **Echoes > Media Import** sub-tab. The first time you visit this page you may be prompted to allow a Java plug-in to run and accept the associated certificate.

Media Import

Upload a media file

Upload a media file to be processed. Most common formats are supported (e.g. mp4, wmv, mp3).

1 Section : Term : Choose... Course : Choose... Section : Choose...

Section Quota : No section selected. 2

Start Date : 5/21/12 3

Start Time : 3:00 PM

4 Title :
Description :

5 Media Type : Audio Only Audio and Video Audio and Powerpoint or Low Motion Video

Upload File : Upload a file... 6

Next Cancel

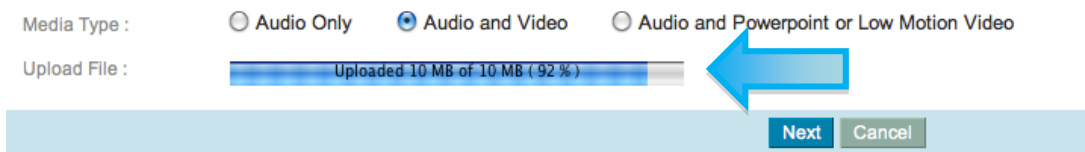
EchoSystem v. 5.0.2012-03-21.1 254302E | Logout

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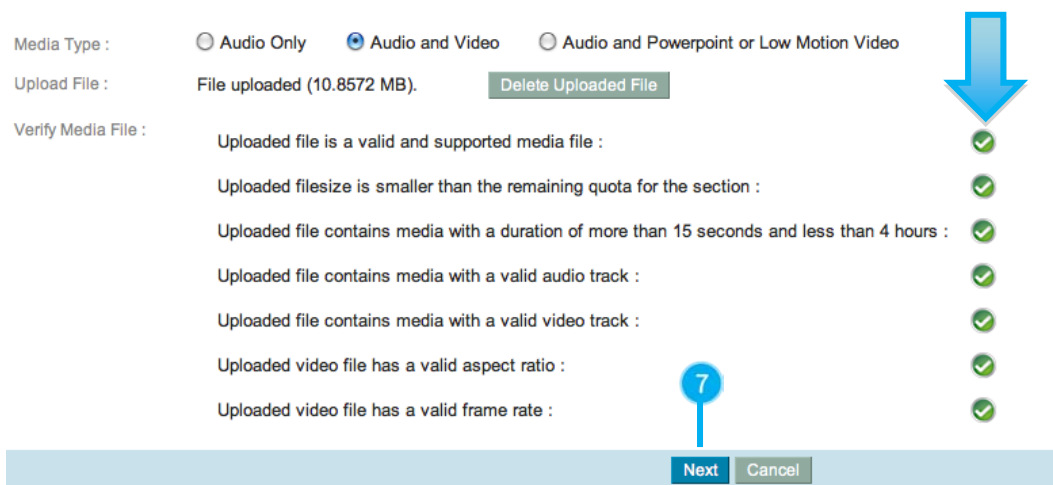
To upload the media file you need to specify a number of options:

- Step 1:** Select the **Term** (Study Period), **Course** (Unit) and **Section** (Availability).
- Step 2:** Ensure you are within your allocated disk capacity quota. Each Section (Availability) has a **Disk Quota** that is set by the System Administrator.
- Step 3:** Select the **Start Date** and **Start Time** the recording was made on (or the date/time that you wish viewers to see the presentation).
- Step 4:** Provide a brief **Title** and **Description** (optional) to help viewers understand the context of the media file.
- Step 5:** Specify the **Media Type** to assist with processing the file:
 - **Audio Only** is for media files containing only audio
 - **Audio and Video** is for “normal” video footage recorded from a video camera, web camera or similar device
 - **Audio and PowerPoint or Low Motion Video** is for recording of the computer screen using an application such as Camtasia Studio or QuickTime.

- Step 6:** Click the **Upload a file...** button, browse to the location of the file on your computer and click **Open**
 - The *Capture Tools and Formats Supported* section below provides additional information regarding the source and type of file that can be uploaded.
 - The file will immediately be uploaded to the server for preliminary validation, during which time a progress bar will be displayed.



- Once the file has been validated, you will see a checklist displaying the results. If you don't see ticks against all of the criteria, there may be a problem with the file that will need to be addressed before the file can be uploaded. **Contact iLecture support for assistance diagnosing a problem with a media file.**



Step 7: Click **Next** if all criteria have green ticks against them.

Step 8: Select the preferred **Product Group** for the uploaded media file.

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- This option may not always be displayed as it depends on how the system has been configured for you.

Media Import

Choose the product group

Product Group : 8

Step 9: Click **Start Processing** to confirm your selection.

Capture Tools and Formats Supported

The following table provides an overview of the existing iLecture-related support resources that are available at Curtin.

Video Tools and Formats

Tool	Video File Format	Video Codec	Audio Codec
Camtasia Studio 7 (PC)	AVI	CVID, TSCC	PCM
	FLV	VP6F	MP3
	M4V	H.264	AAC
	MP4	H.264, AVC1	AAC
	MOV	H.264, MPEG-4 (mp4v), DV	AAC, MPEG-4 (mp4a)
	WMV	WMV9	WMA
Apple QuickTime	MOV	H.264, MPEG-4	AAC
	MP4	H.264, MPEG-4	AAC
	M4V	H.264	AAC
Apple iMovie	M4V	H.264	AAC
Adobe Premier	AVI	DV	PCM
	MOV	H.264, CVID	AAC, PCM
Microsoft Expression Studio 4	WMV	WMV9, VC1	WMA9
Flip Video - Mino HD	MP4	H.264	AAC
Logitech Web Cam Software (PC)	WMV	WMV2	WMA2
Cam Studio (PC)	AVI	CVID	PCM

Audio Formats

Audio File Format	Audio Codec
MP3	MP3
WMA	WMA2

Note: WAV files are not supported and must be converted to MP3 prior to being uploaded.