

The following document provides an overview of the steps involved in upgrading to the new version of the Echo360 Personal Capture (PCAP) software and configuring this for use with the new back-end system that underpins the iLecture system.

The new version of PCAP has been updated with some additional features, such as the ability to pause captures. Some important things to note:

- The user interface is exactly the same, so there is no need to re-learn anything.
- All your local recordings will be maintained through the upgrade.
- Previous recordings published to Lectopia will remain in Lectopia (until the end of 2013), however they will not automatically appear in the new system.
- Once configured with the updated publish settings, old and new recordings can be published into the new system.

Did you know that the new version of PCAP allows you to pause your recordings – for those inconvenient moments when someone knocks at the door during a recording?

- To **Pause/Resume** the capture, press **Command + 6** on Mac OS X and **Alt + F3** on Windows.
- To **stop** the capture, press **Command + 8** on Mac OS X and **Alt + F2** on Windows.

Unfortunately it is not currently possible to perform a webcam only recording using the current version of the Echo360 Personal Capture software. This feature is expected to be available in a future version from Echo360.

The Echo360 Personal Capture software is suitable for running on Windows 7 and Mac OS X 10.6+.

Important First Step

An important first step is to ensure you have access to the new system. All Curtin staff have an account in the new system that uses your Staff ID and standard Curtin password.

The majority of units have already been created, however you may not have automatically been given access to your units. You can check your access to iLecture units via the [iLecture Management Tool](https://webforms.curtin.edu.au/ilecture/) (<https://webforms.curtin.edu.au/ilecture/>).

This is also the place where you can:

- create new units that don't already exist; and
- establish access to additional units.

Request Type

What do you want to do?

- Add a new iLecture unit to your unit list
- Provide access to an iLecture unit from your unit list for a new user
- Book an automatic iLecture recording or series of recordings
- Modify an iLecture unit or view scheduled iLecture recordings

Steps For Upgrading and Configuring PCAP

The steps contained in this section are very similar for Windows and Mac OS X. Separate sections have been included in the document to cover the differences between installing on Windows and Mac OS X. Similarly, the steps for accessing the updated software are different if you are using a Curtin computer or a personal/home computer.

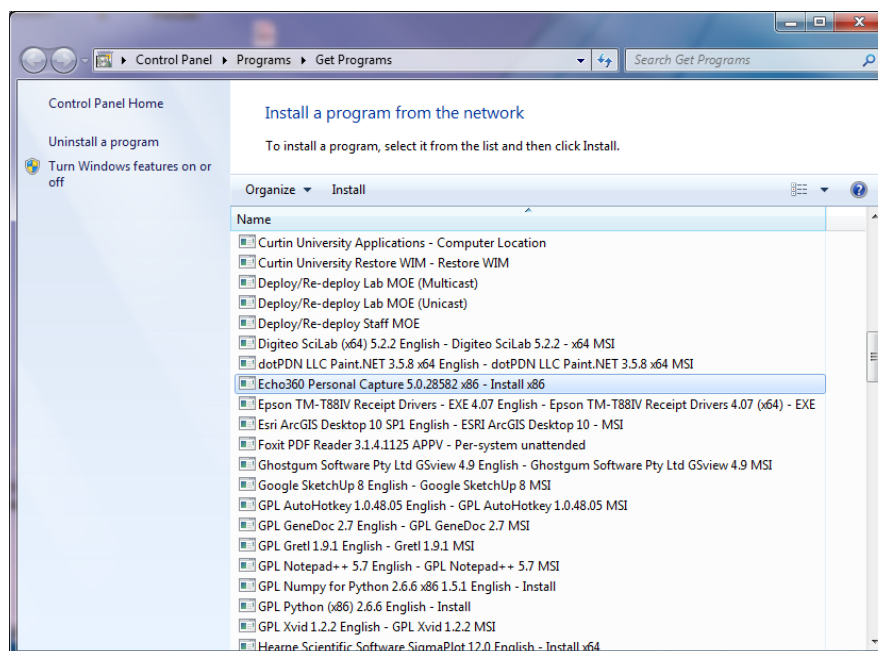
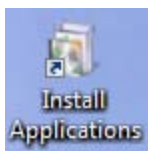
Notes:

- Prior to installing the new version, you can rename the old version of the application should you wish to publish to Lectopia again.
- You will need administrator permissions on your computer to perform the installation.

Downloading PCAP for Your Computer

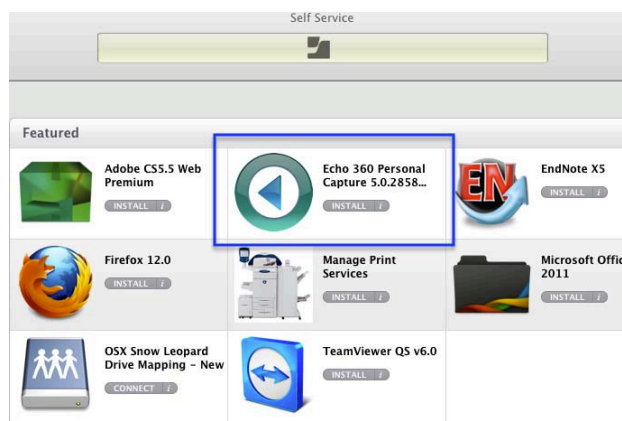
Curtin Computer – Windows 7

Access the **Install Applications** tool by locating the icon on the Desktop on your Windows computer. Find and install the Echo360 Personal Capture software.



Curtin Computer – Mac OS X

Access and install the Echo360 Personal Capture software from the **Self Service** application located in the Dock.

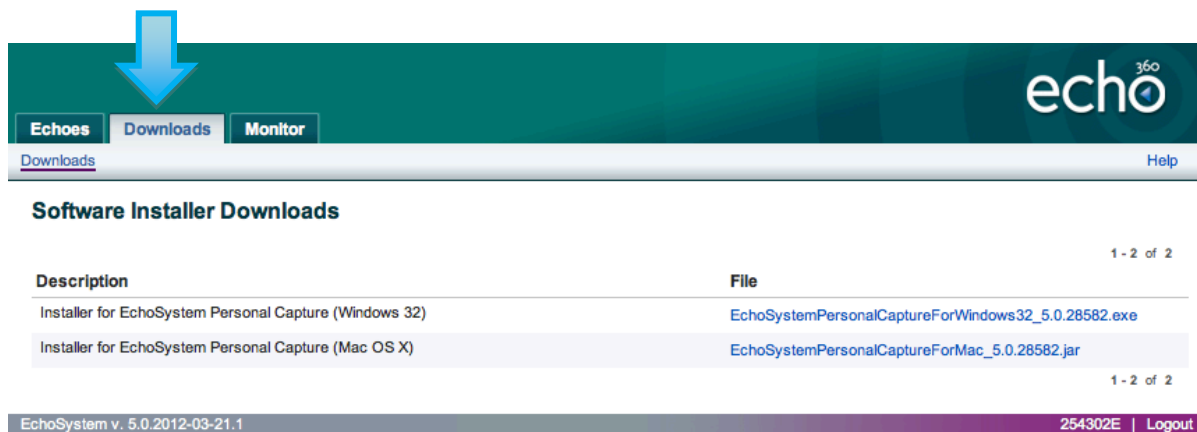


Personal/Home Computer

The Echo360 Personal Capture software can also be downloaded from the [Echo360 Media Manager](#). You can login using your Curtin login credentials.

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

The software installers are located under the **Downloads** tab. Separate installers are available for Windows (32 Bit) and Mac OS X. Click the appropriate link to begin downloading the installer.



Installing and Configuring PCAP

Configuring on Windows 7

Step 1: Run the downloaded installation file (EchoSystemPersonalCaptureForWindows32_5.0.28582.exe) from where you saved it in the previous step. Follow the prompts and install PCAP onto your machine.

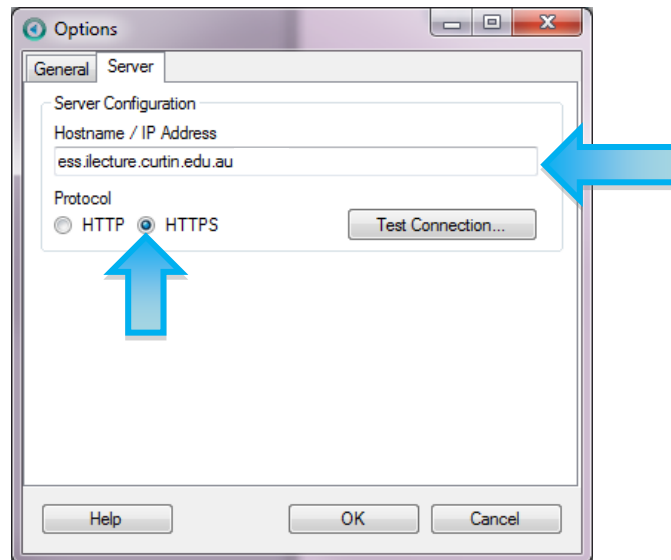
Step 2: Acknowledge or **confirm** any security prompts that may be displayed at this point.

Step 3: Open the Echo360 Personal Capture software by double-clicking the shortcut in the Windows menu.



- Select the **Go to My Recordings** option. Note that all of your previous recordings should appear in the list.

Step 4: Choose **Tools > Options** from the top menu and select the **Server** sub-tab.



- Set the **Hostname/ IP Address** to `ess.ilecture.curtin.edu.au` and the **Protocol** to **HTTPS**.
- Click the **Test Connection...** button to confirm the settings are correct and that there is not a firewall issue preventing your connectivity to the server.

Step 5: Click **OK** to save the settings.

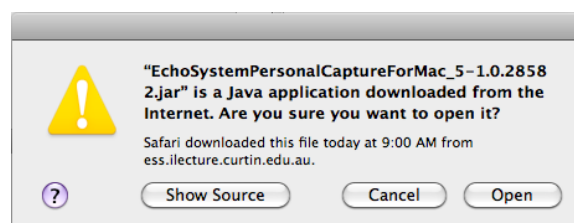
Now go to the section on [Testing PCAP on Mac OS X and Windows 7](#).

Configuring on Mac OS X

The following steps are for using upgrading Echo360 Personal Capture on Mac OS X.

Step 1: **Open** the downloaded installer - `EchoSystemPersonalCaptureForMac_5-1.0.28582.jar`

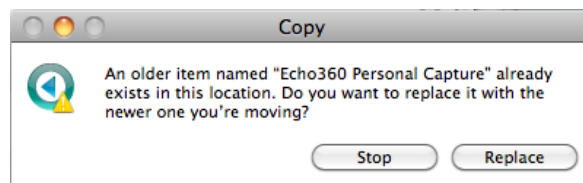
- The following alert will be displayed. Click **Open** and the installer window will open.



Step 2: **Drag and drop** the Echo360 Personal Capture icon onto the Applications folder.

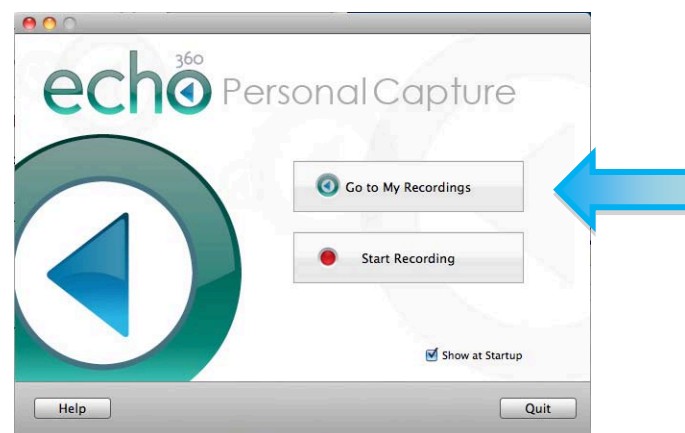


- The following alert will be displayed if you did not complete the optional step of renaming the old version of the Echo360 Personal Capture software. Click **Replace**.



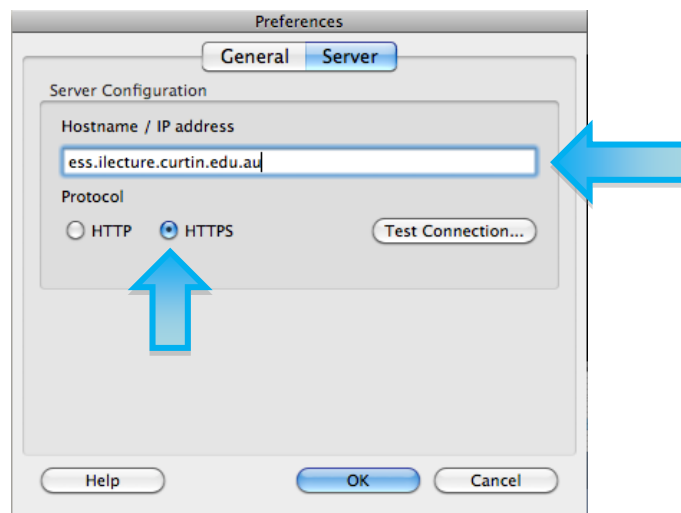
Step 3: Open the Echo360 Personal Capture software by double-clicking the icon from within the Applications folder.

- You may wish to create an entry in the dock. Simple drag and drop the application icon onto the dock in a suitable location.



- Select the **Go to My Recordings** option.
- Note that all of your previous recordings should appear in the list. If your previous recordings are not displayed in the list, you should check

Step 4: Choose **Preferences...** from the Echo360 Personal Capture menu and select the **Server** sub-tab.



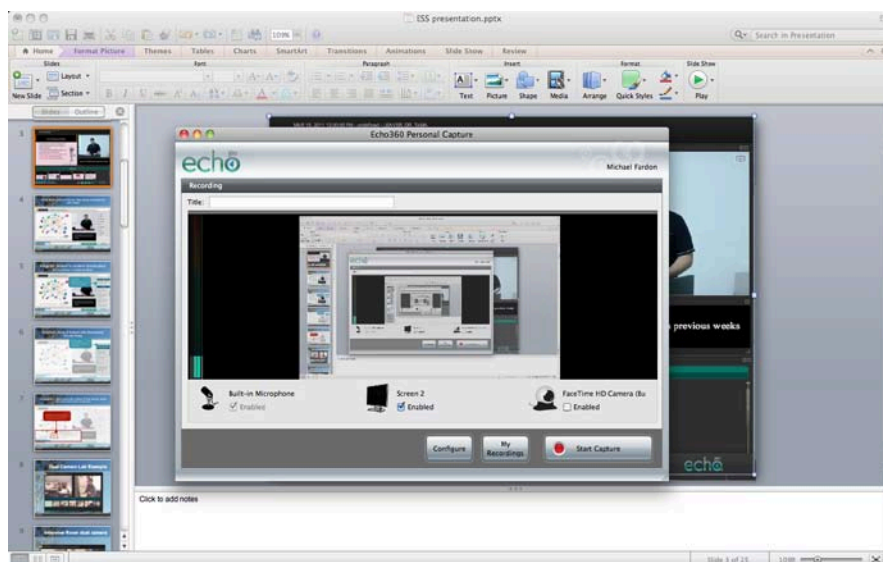
- Set the **Hostname/ IP address** to `ess.ilecture.curtin.edu.au` and the **Protocol** to **HTTPS**.
- Click the **Test Connection...** button to confirm the settings are correct and that there is not a firewall issue preventing your connectivity to the server.

Step 5: Click **OK** to save the settings.

Now go to the section on [Testing PCAP on Mac OS X and Windows 7](#).

Steps For Configuring the Recording Inputs

After selecting the **Start Recording** button, you have the option to check or uncheck the **Enabled** box for the Screen and Video options. The tick indicates that the item has been selected.



Notes:

- The Audio or Microphone option is always Enabled.
- Unfortunately it is not currently possible to perform a webcam only recording using the current version of the Echo360 Personal Capture software with EchoSystem. This feature is expected to be available in a future version from Echo360. A work-around is to show a single PowerPoint slide onscreen while you do the webcam recording.
- A Recording Input may be *greyed out*, indicating that it is not available and/or has not been configured.

Click **Configure** to change the Recording Inputs.

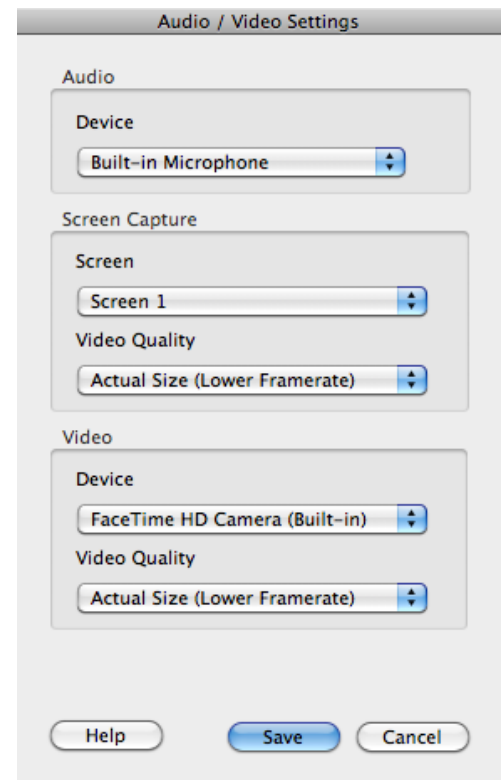
The Audio / Video Settings window allows you to specify the Audio, Screen Capture and Video Input Devices and associated quality settings.

If you have multiple **microphones** available on your computer, you can select the particular device that you want to use for the recordings.

If you have multiple monitors, you will need to choose which **Screen** you wish to use for the recordings. It is best for the **Video Quality** to be set to **Actual Size**. It is recommended that you reduce the resolution of the screen of your computer to XGA (1024x768) to make onscreen text readable on the web and also in order to reduce the file size of the recording for faster uploading and processing.

If you wish to use a built-in or external web-cam, choose your web cam from the list of available **Video** devices. It is best for the **Video Quality** for web-cam to be set to **Quarter Size**.

Click **Save** (Mac OS X) or **OK** (Windows) to confirm your settings.

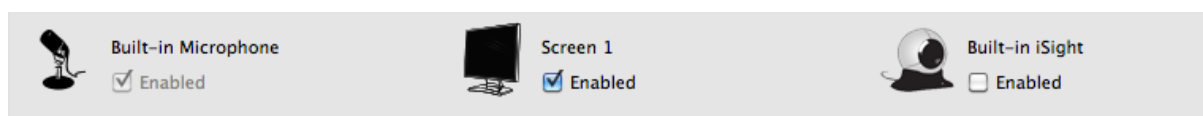


Testing PCAP on Mac OS X and Windows 7

The Echo360 Personal Capture application has now been installed and configured to publish to the EchoSystem server. The final step is to perform a test capture. This will allow you to check your microphone/volume levels and all of your settings.

Step 1: Click the **Start Recording** button.

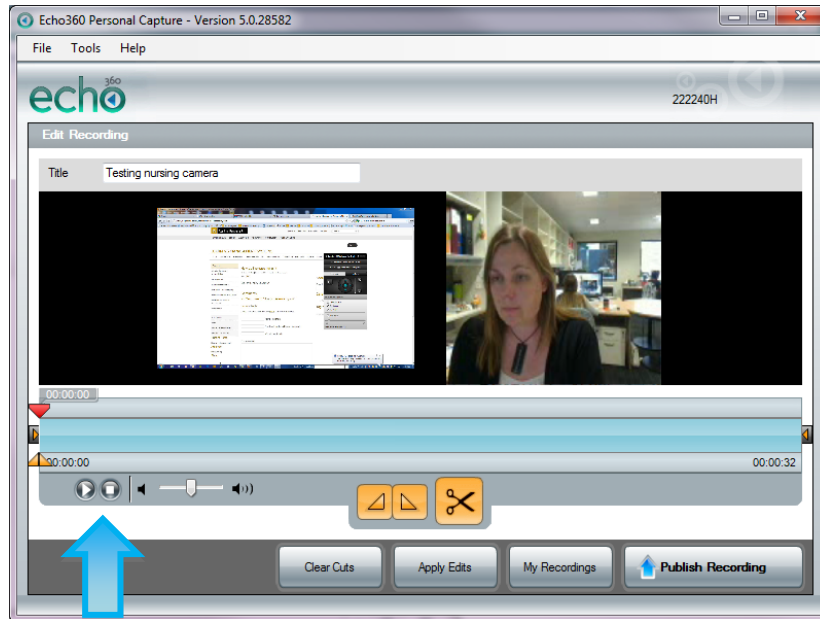
Step 2: Select the **Recording options** by checking or unchecking the **Enabled** option.



- Refer to the next section if you wish to change the configuration of the recording inputs for PCAP.

Click **Start Capture** to begin recording. You will need to create a recording that is at least **15 seconds** long. Click **Stop Capture** to finish your test recording.

Once you have created your recording, you will be able to watch it back by using the **Play/Stop** controls beneath your recording.



You can also **Edit** your recording by using the yellow triangles to select sections of your recording, and the scissors tool to cut out those sections.

To **Publish** your test recording, click **Publish Recording**. Enter your login details, follow the prompts and your recording will be automatically published to the EchoCenter.