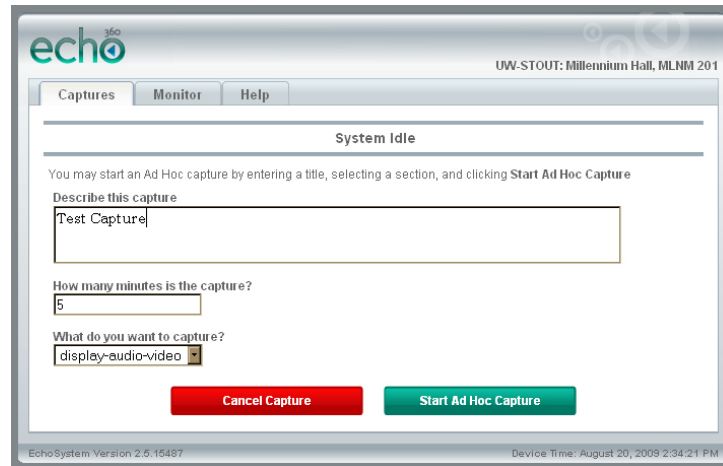






## Capturing Your Lecture (Ad Hoc Capture)

To capture your lecture, first log onto the ESS device. The site should be bookmarked on the web browser and should be titled something like "Echo 360 in Room 201." Enter as much information in the **Describe** field, as this will be pushed to an Echo360 administrator, who will then send you the link. Information such as your username and class/section number is helpful.



The screenshot shows the Echo360 web interface. At the top, there's a navigation bar with 'Captures', 'Monitor', and 'Help' tabs. Below that, it says 'System Idle'. A message reads: 'You may start an Ad Hoc capture by entering a title, selecting a section, and clicking Start Ad Hoc Capture'. The form has three main sections: 'Describe this capture' with a text input containing 'Test Capture'; 'How many minutes is the capture?' with a numeric input containing '5'; and 'What do you want to capture?' with a dropdown menu showing 'display-audio-video'. At the bottom, there are two buttons: a red 'Cancel Capture' button and a green 'Start Ad Hoc Capture' button. The footer shows 'EchoSystem Version 2.5.15487' and 'Device Time: August 20, 2009 2:34:21 PM'.





### Lights:

-  **ON** Machine is powered on
-  **BUSY** Machine is thinking or communicating to server
-  **RECORD** Machine is capturing lecture
-  **PENDING (Flashing Red)** Capture is pending, all other functions stopped

### Tabs:

#### Capture

This window show the status of the capture (e.g. how much time is used, paused/resume, etc. )

-  1) Click the **Ad Hoc Capture** button to begin your capture. Enter your title, as well as duration and class section if it is listed.
-  2) Click the **Pause Capture** button to pause/resume your capture.
-  3) Click the **Extend Capture** button to extend your capture. However, it will be overridden if there are any pending scheduled captures.
-  4) Click the **Stop Capture** button to stop capture and push the content out to the server.

#### Monitor

View of what is being captured (e.g. video\*, audio, and VGA video.)

\*note: the video is significantly delayed (about 8-10 seconds), but gives an idea of what the camera is capturing.