

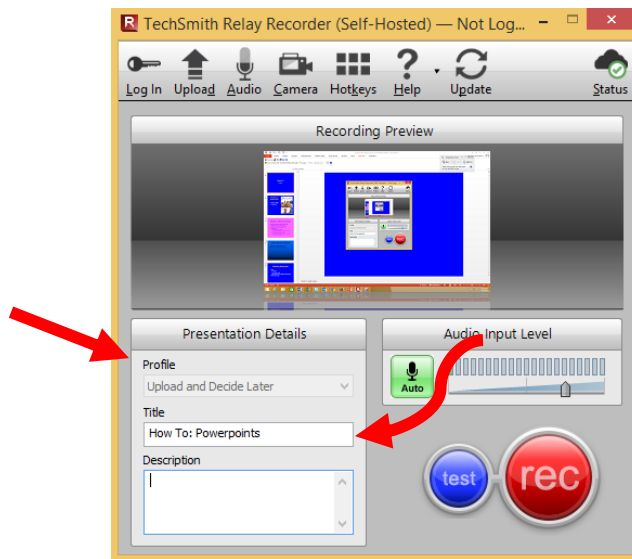
How to Record your PowerPoint with TechSmith Relay

To install TechSmith Relay go to <https://gvsu.hosted.techsmithrelay.com/> and sign in using your GVSU username and password.

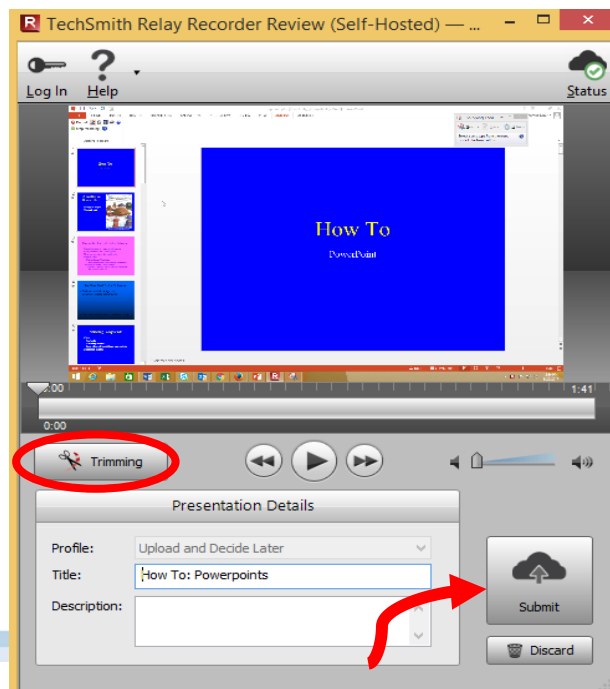
Step 1: Launch the PowerPoint you would like to record.

Step 2: Launch TechSmith Relay and login with your GVSU credentials. Select the Ensemble profile and give your video a title.

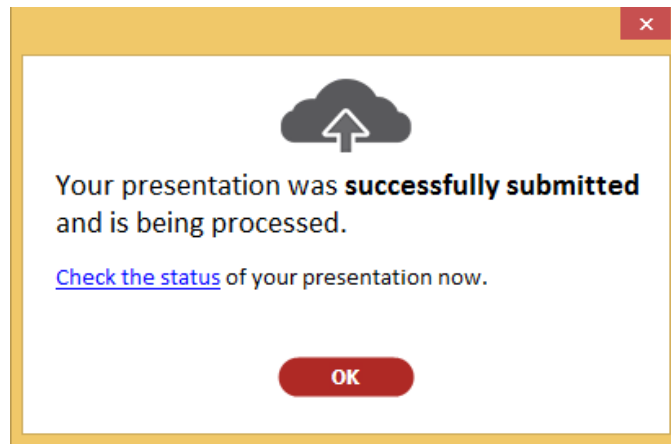
Step 3: Press the red **Record** button and switch back to your PowerPoint and switch into presentation mode, give your presentation as you normally would.



Step 4: Once you are finished recording, click the square stop button (you may need to bring this window back up). The following Edit Dialogue box will appear where you can trim the beginning and end of the video, and preview it. Once you are happy with the video, click **Submit**.




Step 5: After submitting your video, you will see the below dialogue box that indicates your presentation was successfully submitted and is being processed. The longer the video the longer it will take for it to be processed and available on your Ensemble account.



Publish your video on Ensemble

Step 1: Once your video is done processing through TechSmith Relay you will receive an email and then you'll be able to publish it on Ensemble, after which it will be ready to be uploaded into your Blackboard course. Go to <http://gvsu.ensemblevideo.com> to log into your Ensemble account with your GVSU Network Account.

 Login

HelpPortal

Welcome to Ensemble Video at GVSU!

Login with your GVSU network credentials to manage and publish your video.

Need GVSU Ensemble Video support?

We've posted several tutorials on using Ensemble Video at GVSU on the eLearning Help Resources page.

For technical support, setting up an Ensemble Video account or connecting to TechSmith Relay, please contact the IT Helpdesk at 616-331-2101 or email the helpdesk@gvsu.edu.

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Username

nourma

Password

.....

Identity Provider

Grand Valley State University

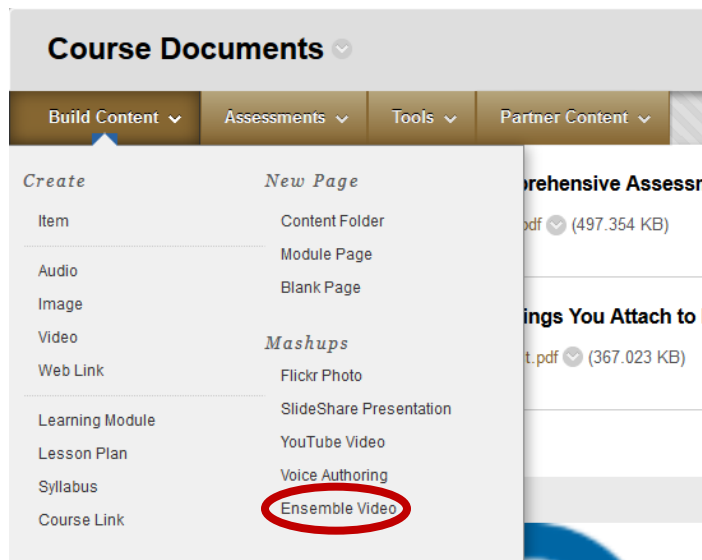
☐ Remember Me

Login

Upload your video on to your Blackboard Course

Step 1: Go to the Blackboard course site where you want your video uploaded and make sure Edit Mode is ON. Now click the desired content area, for example, Course Documents.

Step 2: Within the desired content area, click the **Build Content** tab. Under the *Mashups* portion of the Build Content tab you will click the **Ensemble Video** option.



Step 3: Once you click the Ensemble Video option you will be redirected to the Add Media page where you can browse all of the published videos you have uploaded to Ensemble.

To select your video, click the green plus sign found under the video as displayed below, then click the green **Save** button on the following page.

