

What about... increasing your recording's review value?

Topic Summary

While the focus of most captured lectures is to be a revision resource for students, there are a few things a lecturer can do with their PowerPoints to make the recording more useful during review.

This document focuses on recording advice and PowerPoint design to help make the recording easier to browse and understand, especially for those students who were not in attendance.

Resource Summary

Topic: Tips for a more effective resource
Authors: Amanda Hardy, Juliet Hinrichsen
Institution: Coventry University
Target audience: Practitioners
Keywords: presentation; PowerPoint; usability
Date produced: 4 February 2010
Comment:

Things to Consider

- **Enable browsing:** students use the PowerPoint thumbnails to find locations in the lecture
- **Readable recording:** the viewable size of the captured PowerPoint may be smaller than you planned
- **Second audience:** elements of a live lecture may not be captured by the system, making them lost to someone watching the recording

Practical Suggestions

Enable Browsing

Try to have clear titles on every slide, to make it easier to find specific slides in a search. It can also help to talk only about the current slide – often a lecturer will refer to previous slides without clicking back to them, but that makes it harder to find the relevant place in the recording.

Readable Recording

Consider the format of the screen, screen size, and possible use of items like iPods. Try to use a font large enough to read when shrunk, not just large enough to read on the theatre screen. It also helps to use the browser tools to enlarge webpage text (if showing a webpage in a lecture) to make the website text readable for smaller screens. In most newer browsers, you can do this by pressing Ctrl+

Second Audience

Questions, comments, and input from students may not be recorded - it may be worthwhile to experiment with different methods of capturing those somehow. Likewise, 'show of hands' or other audience feedback might be worth noting verbally. Use the visualiser or PC instead of the whiteboard, which isn't captured. To highlight elements of a slide, PowerPoint art and pointers will show up on a recording while hand gestures aren't as clear. If there are long periods of group or unrecordable activity, it may be worth putting up a slide to that effect so someone reviewing the lecture knows they can skip that portion. You may want to turn off your microphone too.

Resources

ELTAC document: What About... capturing student interaction?
ELTAC multimedia: Increasing your recording's review value
ELTAC template slides: Unrecorded Activity

Authors Amanda Hardy, Juliet Hinrichsen