

TEGRITY PODCASTING TUTORIALS

STUDENT TUTORIALS – LESSON 2



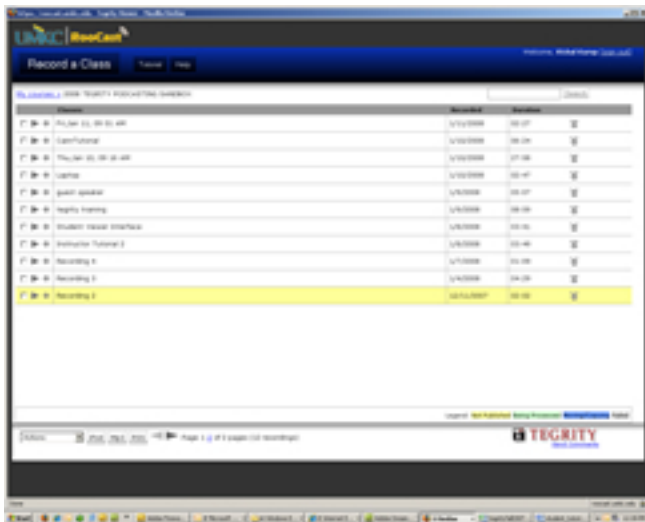
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Topic: Taking a closer look at the Tegrity Playback Window Interface

Welcome to part two of the Tegrity Podcasting student tutorials. In this tutorial we will cover the various aspects of the Tegrity playback window interface.

For this tutorial, we will start with the Tegrity Viewer Window that is opened when you click on the **Tegrity Classes** link in Blackboard.



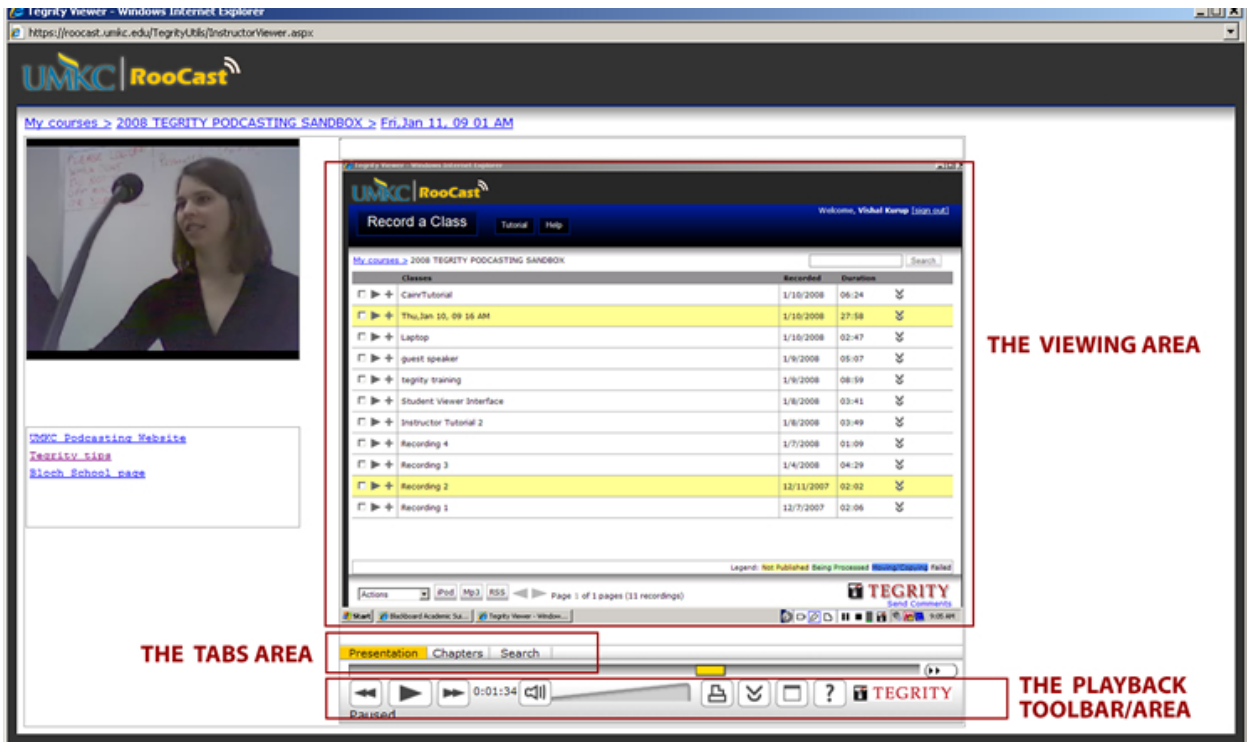
Above: The Tegrity Viewer window

Let's get started:

1. Click on any of the class lectures/recordings you wish to revisit, to bring up the Tegrity Playback window/interface. (The Tegrity Viewer window refreshes and changes to the Tegrity Playback window)
2. **The Tegrity playback interface is comprised of three main sections:**
 - The VIEWING area
 - The TABS area
 - The PLAYBACK toolbar/area

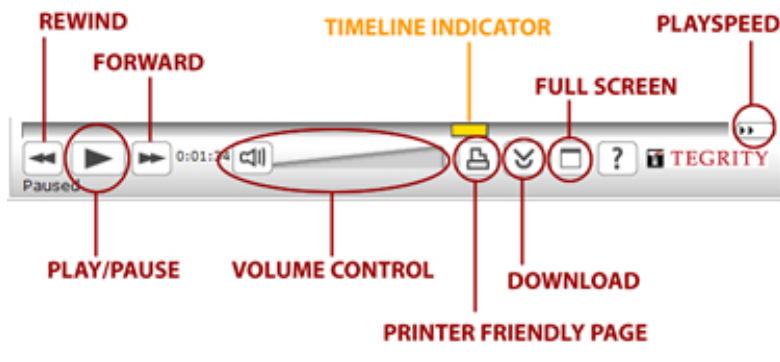
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Above: The Tegrity Playback Window (The Tegrity Viewer window refreshes when you click on a recording and becomes the Playback window).

3. **The PLAYBACK toolbar:** Let's start with the PLAYBACK toolbar. As the name suggests, the PLAYBACK toolbar allows you to control the various aspects of replaying a recording. It includes the following:



- **Play, Rewind & Forward Buttons:** As the names suggest, viewers can use this button to move play, pause and move forwards and backwards in a recording.

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- **PlaySpeed Button:** Use the playspeed button to control the pace of the recording. Options range from 25% - 150% of the original recording speed. To switch between different playback speeds, simply click the button repeatedly. Default playspeed is set to 100% which is the same speed as the original recording.
 - **Volume Control Slider:** User the volume control slider to adjust the volume levels of the playback.
 - **Printer Friendly Page/Icon:** The printer icon generates a printer friendly page of all the chapters within a particular recording.
 - **Download Recording :** The download button allows you to download a copy of the lecture you are currently viewing to your personal computer. Please note that this option must be enabled by your instructor.
 - **Full Screen Mode:** Click on the Full Screen button to switch to full-screen mode. Hit the escape key (Esc on your keyboard) to exit full screen mode.
 - **TimeLine Indicator:** The timeline indicator shows you where you are in a recording. In addition to the rewind & forward buttons, you can also use the timeline indicator to scrub (move the indicator forwards and backwards) to move through a recording.
4. Last but not least, let's take a look at the Tabs toolbar. The tabs toolbar contains three items, namely:



- Presentation tab – This is the default option and is what you currently see on your screen.
- Chapters tab – Tegrity creates a new chapter within a recording, each time an instructor switches from one program to another in the recording or makes a note on-screen. You can click on any of the chapter images to jump to that section of the recording.
- Search tab – The search tab allows the user to search for a particular keyword in the recording. This search only applies to the text used in a powerpoint presentation while creating the recording.

This brings us to end of our second tutorial. In our next tutorial, we will cover how you can automatically download podcasts & get notified about new lectures using Tegrity's RSS feature.