

TEGRITY Quick Start Card

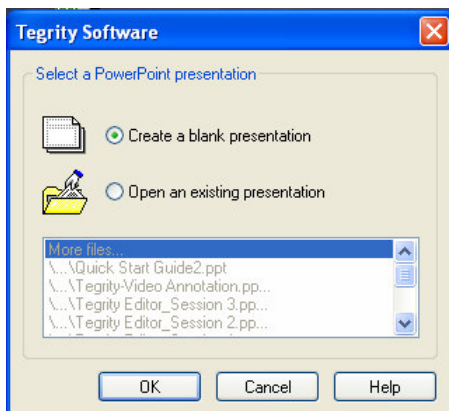
Create a Recording with Tegrity Version 6.2

1. Launch Tegrity Recording Software

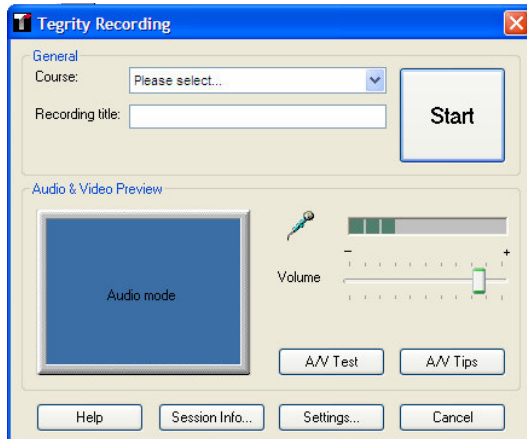


Double Click the Tegrity Recording icon next to your system tray.

2. Select a Blank or Existing PowerPoint Presentation



3. Tegrity Recording Set-Up Options



Complete the following steps:

- Select Course and Instructor from drop down (if using CMS integration)
- Preview and adjust the Instructor Video.
- Turn on/attach microphone and perform the A/V Test
- Complete Session Info for Course and Instructor.
- Click Start, Tegrity will open PowerPoint in Show Mode.

For more information contact Tegrity at +1.800.411.0579
www.tegrity.com

4. Start Your Recording



When the Tegrity Virtual Touch Panel appears, click Start to begin recording.

5. Record Your Session



Use the Tegrity Virtual Touch Panel to navigate between slides and control Tegrity features such as the Document Camera and Screen Recording.

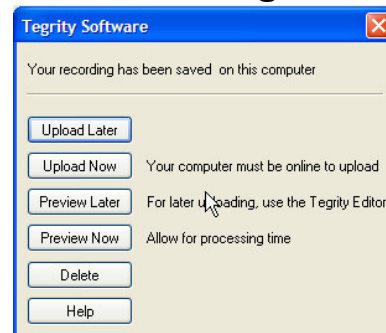
Use the Tegrity Toolbar to write, draw point, highlight, or erase.



6. End Your Recording

From the Tegrity Virtual Touch Panel, click End to stop your recording. Confirm by indicating Yes. Recording continues until you confirm!

7. Save Your Recording



End your Recording by selecting Upload Now or Upload Later. Upload Later does not upload your recording to the server. You can upload later using Tegrity Editor software. Preview allows you to watch the processed recording Now or Later prior to uploading.