



Good to Great: How to Record and Edit a Teaching Session

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Learning Objectives

- Identify essential technology and hardware required to produce a high-quality online lecture
- Compare common lecture-recording modalities used for online lecture creation.
- Demonstrate basic editing tasks using common video-editing software
- Apply accessibility best practices to online lecture recording and editing

What you need...

- **Hardware:**
 - microphone
 - camera
- **Software:**
 - Powerpoint
 - Recording and Editing program
 - Learning Management System (LMS)
- **Environment:**
 - simple background, quiet space
 - lights



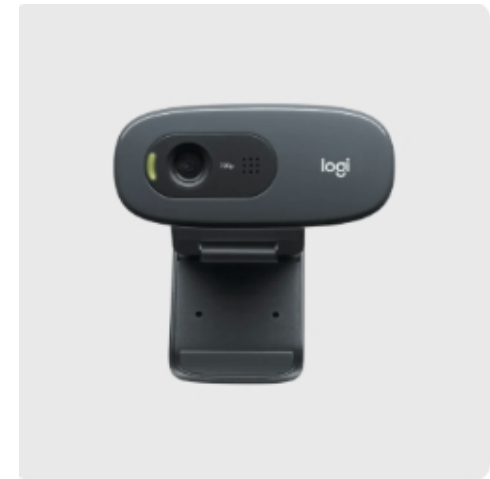
Getty Images

Hardware examples:

- **Microphone:**
 - built-in laptop microphone
 - simple plug-in omnidirectional lapel microphone
 - professional microphone
- **Camera:**
 - built-in laptop camera
 - iPhone
 - webcam



Movo LV1 lavalier microphone



Logitech C270 Webcam

Software examples:

- **Recording:**

- Powerpoint

- Panopto

- LINK:

- <https://ucdhs.hosted.panopto.com/Panopto>

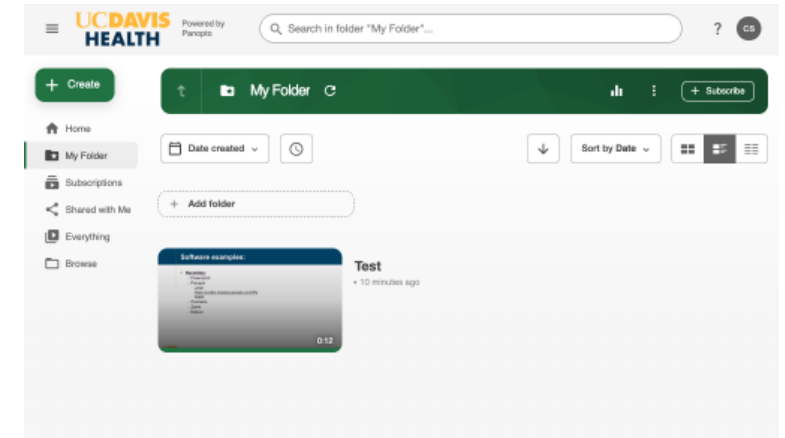
- Camtasia

- Zoom

- Kaltura

- Faculty Resources:

- <https://health.ucdavis.edu/mdprogram/curriculum/faculty-educators/index.html>

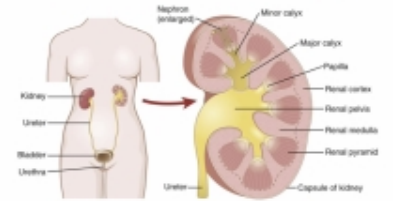


Lecture Setup

- **Setup:**
 - Powerpoint template with “video space”
 - “Edit Master” if needed
 - Laser pointer function
 - Environmental suggestions – good lighting, simple background, noise-free
 - Any other presentation needs?
 - drawing?
 - screen recording?

Kidney Functions **Review**

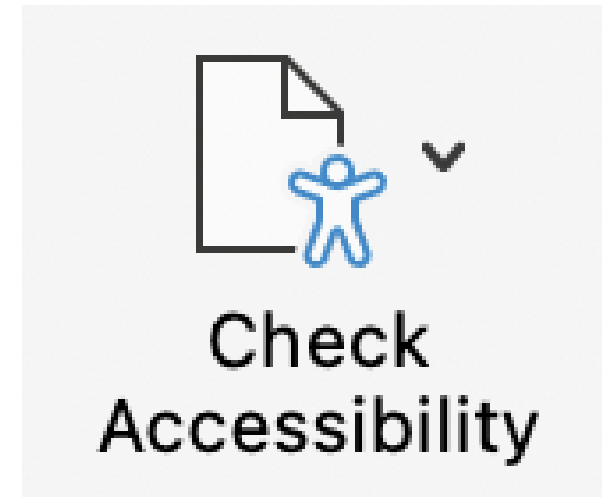
- The Kidneys are the primary organs of the Urinary System
- At less than 1% of body weight, they receive 20-25% of total cardiac output, that's ~1.25L of blood every minute
- **Functions:**
 - **Maintain extracellular fluid & electrolyte composition**
 - **Blood Pressure Regulation**
 - **Eliminate metabolic waste, toxic substances**
 - **Maintain acid/base balance**
 - **Blood glucose regulation**
 - **Secretion, metabolism and excretion of hormones**
 - EPO – red blood cell production
 - Renin – blood volume regulation
 - Vitamin D – calcium regulation



Guyton Fig. 26.2

Check Accessibility

- **Check Accessibility:**
 - alt text on images
 - reading pane
 - visual contrast
 - captions



Test Recording

- **Always, always do a 5 second test recording:**
 - check audio
 - check video
 - check screen share
 - check that the pointer is visible

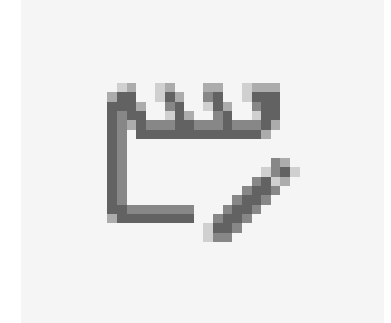
Full Recording

- **Full Recording TIPS**

- clear your computer screen and only have your presentation and your recording software up
- have two screens connected if possible
- check all camera, audio, background settings
- Use the PAUSE button when you need a break (it is your best friend)
- Keep a notebook next to you to write down editing timestamps and/or add 5 seconds of silence to mark them
- Stay conversational – NO ROBOTS!

Processing & Editing

- Check the recording using playback function
- Edit out mistakes, pre/post blips using “cut” tool
- Add Captions
- Add interactivity via Quizzes
- “Share”
 - Save .mp4 for your files
 - Post to learning management system



Resources

- School of Medicine Faculty Educator Resources: <https://health.ucdavis.edu/mdprogram/curriculum/faculty-educators/index.html>
- Franklin, David S., et al. "Use of lecture recordings in medical education." *Medical Science Educator* 21.1 (2011): 21-28.
- Ellaway, Rachel, and Ken Masters. "AMEE Guide 32: e-Learning in medical education Part 1: Learning, teaching and assessment." *Medical teacher* 30.5 (2008): 455-473.
- Bacro, Thierry RH. "Preparing and recording lectures for online delivery." *Teaching Anatomy: A Practical Guide*. Cham: Springer International Publishing, 2020. 107-114.