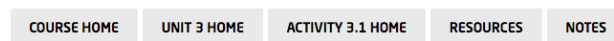


## Talkpoints

### Recording a TalkPoint

Some Talkpoint activities ask you to add audio or video content that you create. This can either be done by uploading a file, or recording it in real time using your webcam or an audio headset or microphone. To get started, click on the button labelled 'ADD TALKPOINT':



Post a video tour of your featured websites here. Remember, the maximum file size for a video upload is 40MB, and preferably in .mp4 format. Alternatively, you can use your webcam record here directly.

#### Talkpoints

There are no talkpoints in this activity.



When you start a new TalkPoint, the next screen you see will look like this:

Title

Give your TalkPoint a title, then choose one of the two options. If you choose to 'ADD FILE', you will need to upload a file from your own computer. The maximum file size is 40MB, and the fill must be in one of the following formats:


- .mp4
- .webm
- .ogg

For advice on file types and video compression, please see the end of this document.

If you choose to 'ADD WEBCAM VIDEO', the page will ask for permission to access your camera and microphone so that you can record properly from your computer. It's important to click on 'allow' when you're asked:

Title

Webcam



Once you have allowed access to your camera and microphone:

1. Click 'START RECORDING'
2. Record your video
3. Click 'STOP RECORDING'
4. Click 'SAVE WEBCAM'

You should do these steps in this order to guarantee a successful recording.

### **Commenting on a TalkPoint**

You can also leave comments on other people's TalkPoints. You can leave three different types of comments:

- Text comments
- Video comments
- Audio comments

You will see the following screen:



Choose the type of comment you would like to leave. A text comment is straightforward. If you choose to record a video or audio comment, don't forget to follow the sequence again:

1. Click 'START RECORDING'
2. Record your video / audio
3. Click 'STOP RECORDING'
4. Click 'SAVE WEBCAM / SAVE AUDIO'

