



# Elluminate Feature Report

## Feature Name: Recording and Playback

### Customer Need

Web conferencing is quickly becoming a standard means of educational collaboration and business communication. Organizations holding regular Web conferences require an easy way to record and deliver these sessions to their users. Additionally, some organizations require a means of creating scripted asynchronous Web broadcasts to be made available online as part of a curriculum or content delivery strategy. Ideally, such recordings would capture all elements of the synchronous environment, giving viewers a complete experience, as if they were involved in the original Web conference.

### Solution

Elluminate *Live!*® sessions can be recorded and played back. The record and playback capability enables those who missed a session to view it at their leisure and allows the creation of scripted sessions to be delivered asynchronously. Playing back recordings is the next best thing to being there. All of the audio, video, public direct messages, polls and quizzes, whiteboard content and annotations, multimedia, as well as every shared application in the main room, is recorded and played back in perfect synchronization.

Moreover, Elluminate's recordings are interactive with the following features

- When viewing recordings, users can pause, forward, rewind, or navigate to a specific location in the recording.
- Recordings allow the “social networking” and community building that happened during the live session to be extended to watching recordings. Users can save slides, text messages, and choose to view or save Closed Captioning transcripts.
- Viewers can view user-profiles of participants who shared them during the live session – and even easily send that person an email from right within with the Elluminate recording – thus fostering the community building between live participants and recording viewers.
- Notes that were taken during the live session can be viewed in sync with the recording. Moreover students can share their notes with others who missed the class and merge notes while they are viewing the recording.
- File Transfer during a live session (ex. to handout a homework assignment) carries over to the recording - , the viewer is prompted to save the homework assignment at the exact same time during recording playback as the live participants did during the live session.
- Web Tour during a live session (ex. a moderator might want participants to fill out a survey at the end of a session) carries over to the recording – At the exact same time during recording playback, the viewers are directed to the same web survey enhancing the viewer's experience as well as the interactivity between the moderator and viewers. Moreover a Web Push launches a browser outside of Elluminate *Live!* allowing users to bookmark a website while watching the recording for later review.

### Recording Details

When a session is scheduled, an administrator may indicate whether or not the recording feature is enabled, as well as determine whether the recording should begin automatically or under the control of the Moderator. If recording has been placed under the moderator's control, it may be started and stopped/paused at any time. The moderator can also erase the content recorded so far and then resume recording at any time.

When the recording begins during the session, it captures all activity in the main room – public direct messages, whiteboard interaction and application sharing – as seen from a participant's



perspective. Elluminate records all activity, and ignores periods of inactivity. A break in activity during a live session will compress into mere moments during playback. This means that when the recording is viewed, the gaps are not played back, avoiding lengthy periods of inactivity and thereby allowing users to focus their attention and time on the content.

### **Initiating Playback**

Playback of a recorded Elluminate *Live!* session is initiated by clicking on a URL. This URL can be provided in an email or made available on a Web page. Clicking on the link opens an intuitive modified Elluminate *Live!* interface that features a set of simple controls including play, pause and fast-forward. A time slider at the bottom allows users to navigate easily to any point in a recording.

### **Recording Format and Size**

Elluminate *Live!* recordings are stored in a proprietary format known as Virtual Conference Recording (VCR). VCR files are configured to play using the Elluminate *Live!* interface, ensuring viewers a user experience almost identical to being there. The VCR file format is optimized so that the file size remains small and easy to share with viewers connecting to the Internet at low bandwidths. The file is streamed to users, so playback may begin when a small portion of the file has been received. Elluminate has developed highly effective compression techniques that ensure that the size of recordings is manageable for both ASP and Server customers. The size of a recorded Elluminate *Live!* session varies depending upon the features in use while the recording was made. A typical Elluminate *Live!* recording is approximately 5 – 15 MB in size per hour recorded. This includes sessions with audio, video, text and whiteboard activity, multimedia, as well as application sharing content.

### **Indexing Recordings**

Recordings automatically capture index marks for key interaction points during the live session. Index markers include all slide changes, start and stop of application sharing, web tours, quizzes and playing of multimedia files. Moreover, moderators are able to insert manual index marks during the live session that are then tracked in the recording. While viewing the recording, this now allows viewers to easily navigate through the recording or search for key words and therefore easily identifying points of interest.

### **Editing Recordings**

Using the Elluminate's editing solution, Camtasia, users can convert Elluminate *Live!* recordings into a number of standard video file formats. Once the Elluminate *Live!* recording is converted it can be edited, combined with other recordings, and indexed into a SCORM-compliant format for inclusion as part of your asynchronous courseware. Elluminate *Live!* recordings can be converted to the following formats:

- AVI video
- SWF – Macromedia Flash Movie
- MWV – Windows Media Streaming Video
- MOV – QuickTime Movie
- FLV – Macromedia Flash Video
- RM – RealMedia Streaming Media
- GIF – Animation File

The following fields can be added to the converted recording for SCORM compliance: Unique Identifier, Course Title, Description, Subject, Version, Language and Lesson Title.

### **More Information**

Examples of Elluminate *Live!* recordings are available on Elluminate's Web page: <http://www.lluminate.com/site/external/event/playback>. For more information about recording and playback of Elluminate *Live!* sessions, visit <http://www.lluminate.com/training>.