



How to Record a Powerpoint Presentation using Office Mix

Rough Storyboard I:
Examples of A Procedure,
Concepts, and Facts

Procedure Example

The step-by-step procedure is:

- 1) Open Powerpoint and Mix
 - Open the program Microsoft Powerpoint
 - Open the presentation you want to record
 - Click on the Mix tab at the top of the screen
- 2) Ensure microphone and webcam are working
 - Click Slide Recording in the Mix ribbon
 - On the right side, choose the correct webcam and microphone if they are not already selected
- 3) Record narration and video for each slide
 - Sub-steps here.... (click record, advance through slides...)
- 4) Review and edit presentation if needed
 - Sub-steps here...(preview recording, edit recording...)
- 5) Export recording as a video file
 - Substeps here....(choose desired size, type filename, click save...)

Supporting Concepts Examples

The supporting concepts are:

- What is a Screencast? (Supports Step 1 of the procedure)
- What is a Microphone or Headset? (Supports Step 2 of the procedure)
- What is a Webcam? (Supports Step 2 of the procedure)

Supporting Facts Description

Supporting facts related to the procedure are:

- Details about
 - Screencasting software
 - List of screencasting software; alternatives to Office Mix for screen recording
 - Microphones / Headsets
 - Link to specific page in catalog for various headsets and microphones to buy
 - Webcams
 - Link to specific page in catalog for webcams to buy

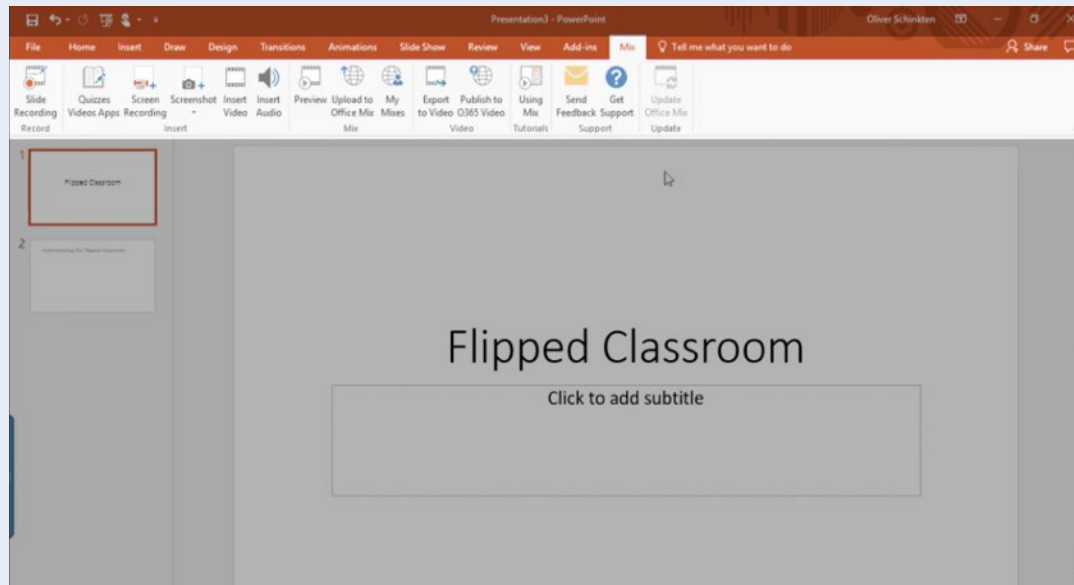
Procedure Screens – Basic Idea

Step 1 (To illustrate, only the first 3 steps of the procedure are rendered)

Open the Microsoft Powerpoint and Office Mix:

- Open the program Microsoft Powerpoint
- Open the presentation you want to record
- Click on the Mix tab at the top of the screen

Video clip here:



What is a
Screencast?
(Supporting concept –
click button)

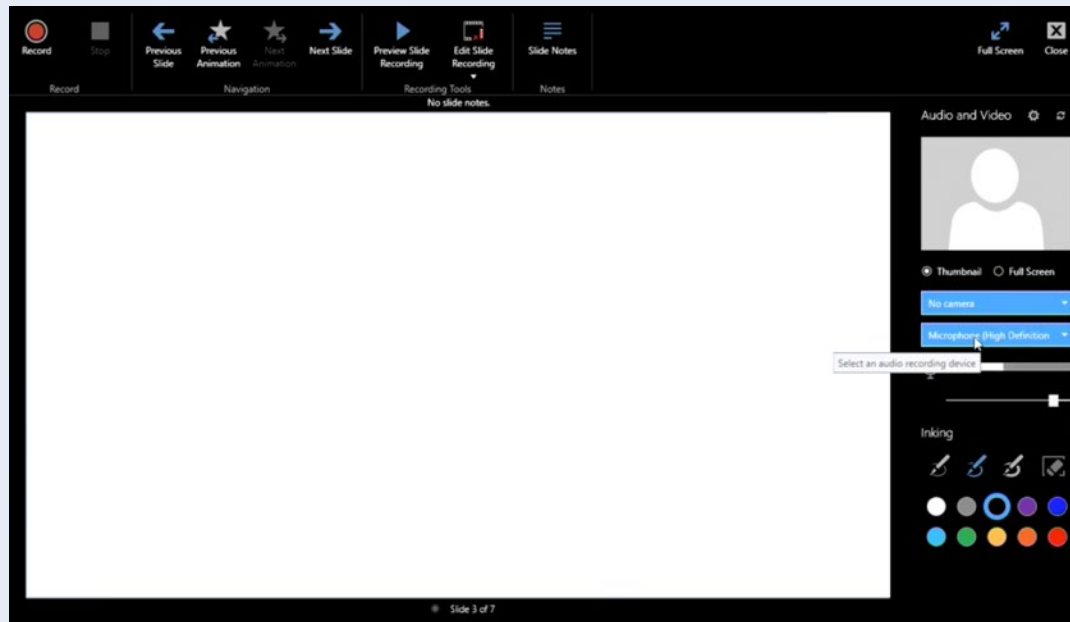
Procedure Screens – Basic Idea

Step 2 (Buttons are not active yet)

Ensure microphone and webcam are working

- Click Slide Recording in the Mix ribbon
- On the right side, choose the correct webcam and microphone if they are not already selected

Video clip here:



What is a
microphone or
headset?



What is a
webcam?



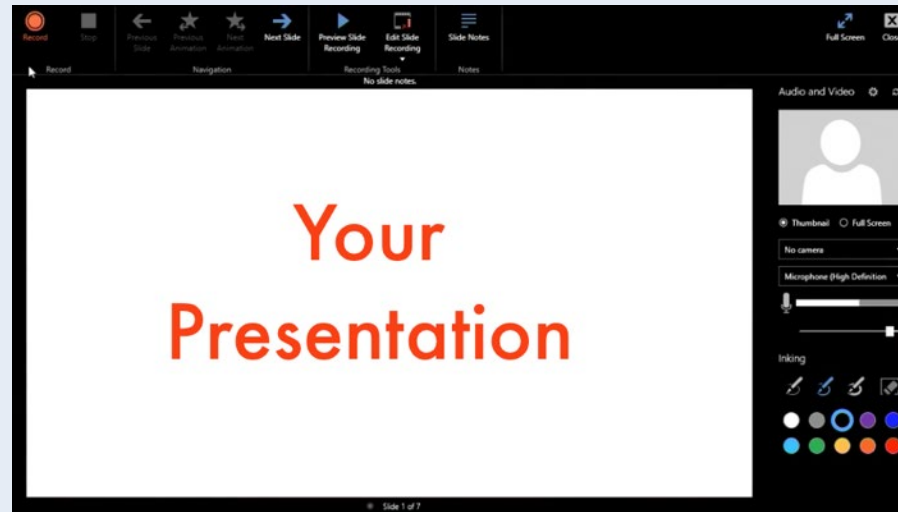
Procedure Screens – Basic Idea

Step 3 (Buttons are not active yet)

Record narration and video for each slide

- Click Slide Notes at the top to show notes for each slide
- Click the red Record button in the top left corner to start recording your narration and webcam video
- If there are animations on the slides, click the Next Animation button to make them appear
- To advance to the next slide, click the right arrow button and continue narrating
- When finished, click the square Stop button

Video clip here:



Supporting Concepts 1

Clicking on each button on a Procedure step would drill down to definitions with examples (buttons are not active yet)

What is a screencast?

(Click on images
for definitions)



What is a microphone or headset?



What is a webcam?



Supporting Concepts 2

Examples of drill down definitions and audio script

What is a screencast?

Example

(sample screencast video here)

A **screencast** is the digital video recording of the open programs on a computer screen. Screencasts often include audio narration and sometimes the mouse/cursor movements as well as video of the narrator talking via a webcam.

Non-example

(sample static image screenshot here)

What is a microphone or headset?



A **microphone** is an electronic recording device for sound. Microphones can plug into computers through the audio jack or via USB.



Microphones can also be found on **headsets**, which include headphones for sound output.

What is a webcam?

A **webcam** is a video camera that is used to record the person sitting in front of the computer. Many laptops have webcams built into them. Desktop computers need separate webcams that are usually connected via USB.



Supporting Facts Screen Examples

These factual details would be linked to each concept drill down and accessed via a link (not active yet)

Screencasting Facts

- Adobe Captivate. professionals. ...
- Camtasia Studio. ...
- Camtasia:Mac. ...
- Screenflow. ...
- CamStudio. ...
- Screenr. ...
- Jing. ...
- SnagIt.

Microphone/Headset Facts



Blue Yeti USB Microphone - Silver

by Blue Microphones

\$122.95 ~~\$149.99~~ Prime

Get it by **Friday, Oct 14**

More Buying Choices

\$122.51 new (80 offers)

\$86.06 used (34 offers)



Blue Yeti Pro USB Condenser Microphone, Multipattern.

by Blue Microphones

\$246.58 ~~\$247.66~~ Prime

Get it by **Tomorrow, Oct 13**

More Buying Choices

\$239.99 new (38 offers)

\$197.26 used (12 offers)



Blue Snowball USB Microphone (Textured White)

by Blue Microphones

\$69.00 Prime

Get it by **Tomorrow, Oct 13**

More Buying Choices

\$52.00 new (65 offers)

\$49.99 used (9 offers)

Webcam Facts



See more choices

Logitech HD Pro Webcam C920, Widescreen Video Calling and Recording, 1080p Camera, Desktop or Laptop Webcam

by Logitech

\$66.97 ~~\$66.98~~ Prime

Get it by **Tomorrow, Oct 13**



See more choices

Logitech C270 Desktop or Laptop Webcam, HD 720p Widescreen for Video Calling and Recording

by Logitech

\$22.78 Prime

Get it by **Tomorrow, Oct 13**

More Buying Choices



See Package Type Options

Logitech HD Webcam C310

by Logitech

\$31.89 ~~\$31.93~~ Prime

Get it by **Friday, Oct 14**

More Buying Choices

\$29.99 new (60 offers)

\$22.99 used (27 offers)