Record a Video with YuJa

Office of Instructional Technology / Center for Extended Learning

1. On the Course Content page of the course (Fig. 1), click the YuJa hyper link (1), located in the course navigation menu.

2. Once the YuJa page appears (Fig. 2), click Create Recording (2).

3. (Fig 3) A Create Recording window appears. If you have not yet done so, click the Download and Install link (3) and follow the instructions to install the YuJa software onto you computer.

4. Once installed, click Start (4). This will open the YuJa Software Station (Fig. 4).

5. Enter the video title in the first text field located at the top left of the YuJa Software Station dashboard (5). You may also enter a description, and select the class and folder the recording will appear in.

6. On the left side of the dashboard, there are options to adjust settings for video, audio, screen, Live, and user profile. (6) These options allow you to toggle setting on or off, depending on your presentation needs. By default, video, audio and screen are set to ON.

7. On the right side of the dashboard is the Previewing area (7). This displays previews of the video source or camera of your device, the screen that is being displayed, and the Mic level.

8. Once the settings have been set, click the START (8) button to begin recording.
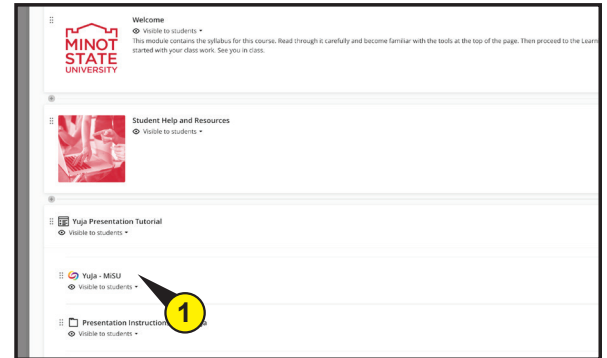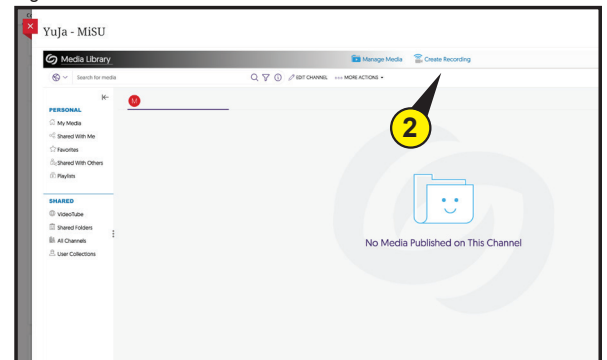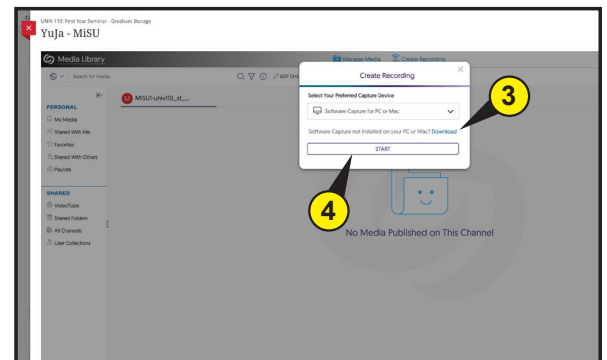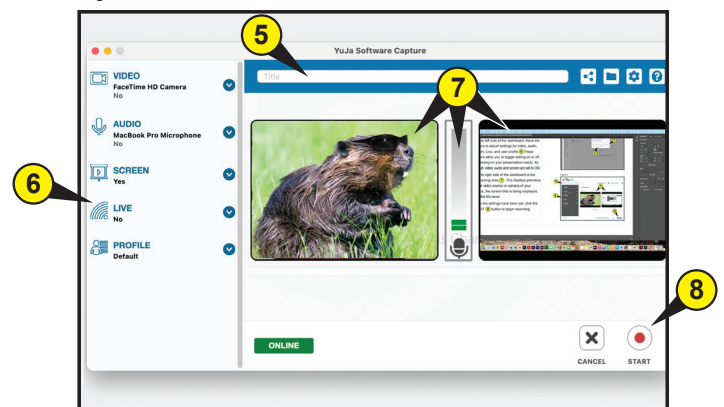
Figure 1

Figure 2

Figure 3

Figure 4

The dashboard disappears, and a large countdown text alert will appear on the screen. After the countdown ends, the recording has begun. At this time, a small menu bar appears at the bottom right of the screen (Fig. 5). This menu allows you to pause or end the recording. Clicking the YuJa logo icon (9) will bring the dashboard window to the fore front to allow for recording adjustments.

9. To end recording, click the red square icon to stop. (10)

A capture session has ended window (Fig. 6) will appear. At this time, you may either delete the recording to start a new recording, or save the recording.

The recording will need time to process. Once processing is complete, the newly recorded video will appear in the Default Collection folder.

Submitting the Presentation Recording Hyperlink to an Assignment

First locate the recording thumbnail:

1. (Fig. 7) Click the Manage Media button (11) located in the first tab of the YuJa action bar.

2. On the Manage Media page (Fig. 8) hover over the recording file thumbnail (12) and choose More...(13) from the menu list.

3. The Media Details window appears (Fig. 9). Select Links (14) from left side menu.

4. In the Direct Link field (15), click anywhere with the text box and then perform a Copy command (Ctrl + C) to copy the text.

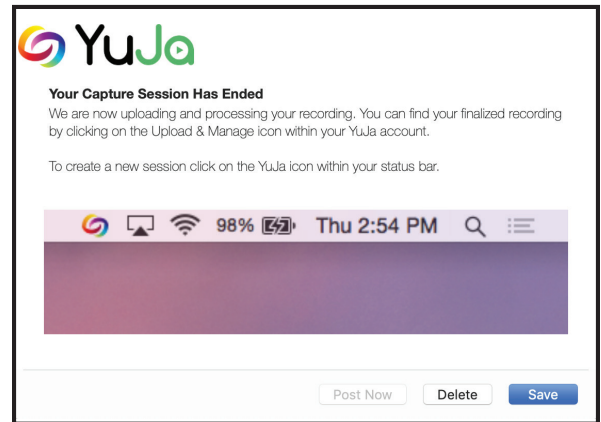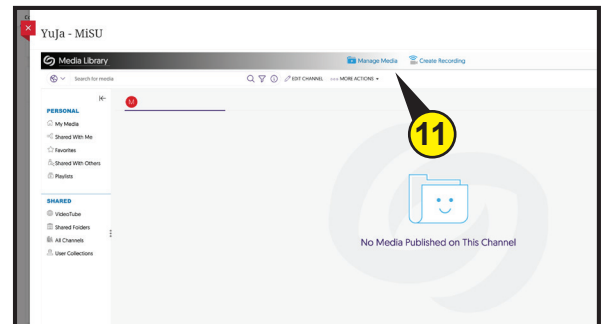5. Click Close to close window (16).

Figure 5

Figure 6

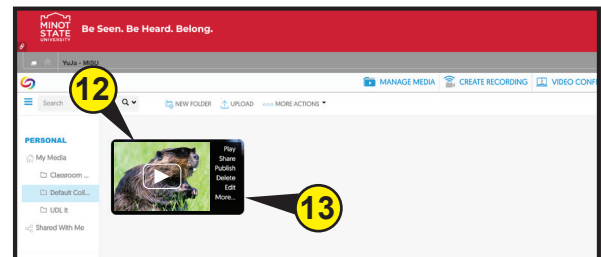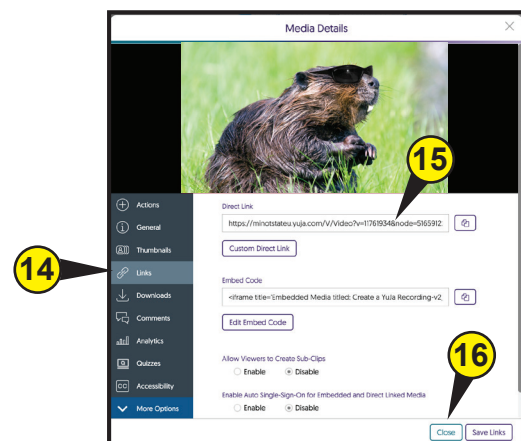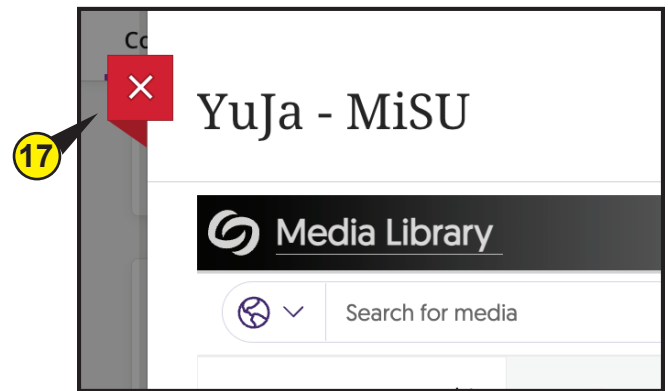**Your Capture Session Has Ended**
We are now uploading and processing your recording. You can find your finalized recording by clicking on the Upload & Manage icon within your YuJa account.

To create a new session click on the YuJa icon within your status bar.

Figure 7

No Media Published on This Channel

Figure 8

Be Seen. Be Heard. Belong.

Figure 9

Media Details
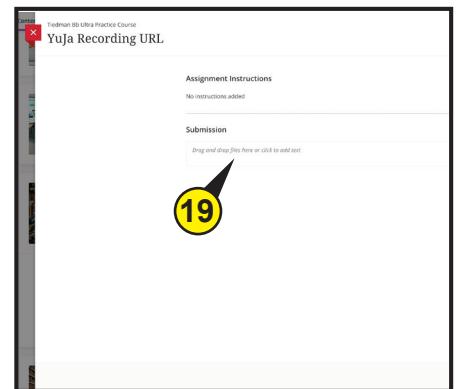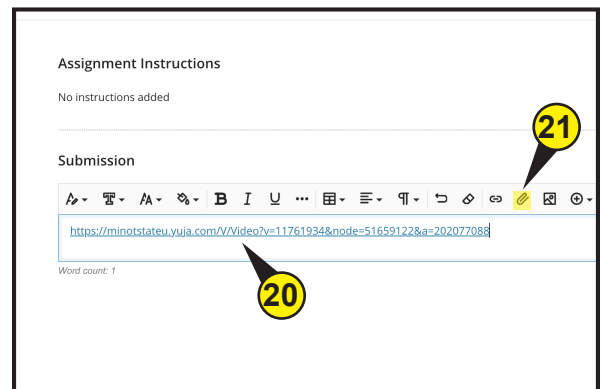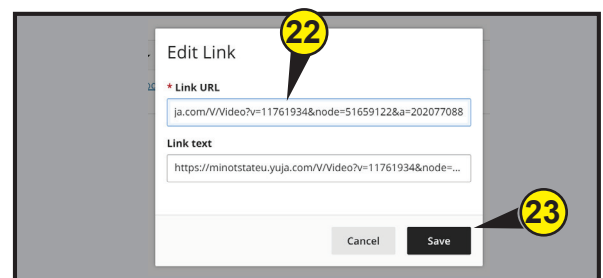
6. (Fig. 10) Click the close button icon (17) to return to the Blackboard course.

7. Now that you have copied the recording hyperlink, locate the assignment upload area in the course that you will be submitting the copied link to.

8. (Fig. 11) On the assignment submission page, click View Instructions button (18).

9. (Fig. 12) With the insertion pointer placed in the text area, Paste (Ctrl + V) the copied URL link (19).

10. In order for the instructor to be able to view the video from this link, it must be activated.

11. (Fig. 13) First, select the entire URL address text (20). Next, locate and click the Insert Links button (21). A new window will appear (Fig. 14).

12. In the field labeled Link Path (22), paste (Ctrl + V) the copied link again. This directs the link to the location of the video on the server. Click the Save button (23).

13. The hyper link that you pasted should now be an underlined, active link.

14. Attach any additional files if the assignment instructions require it, then click Submit. Your hyper link to the video recording will be submitted and ready for the instructor to view and grade.

These instructions for submitting the presentation recording hyperlink to an assignment also applies to adding the hyperlink to a discussion in Blackboard.

Figure 10

Figure 11

Figure 12

Figure 13

Figure 14