NTID Video Production – Things to Know

Where you can record

- Video Lab in NLC LBJ-2462. Click this link to read more about the lab.
- Video Studio for Faculty in LBJ 2733 near the NTID Business Studies Dept. Click this link to read more about the studio.
- Sprint Relay Lab (SRL) in LBJ-2470; located inside the NLC (LBJ-2450). Click this link to read more about the SRL.
- Your on-campus office or home.

Video production tips

- When possible, use video clips from experts (Ted Talks, Khan Academy, YouTube, etc.)
- Reasons for recording your own videos include: To introduce a topic (provide an overview); to supplement a topic (dive deeper); to demonstrate something; or to review content.
- Avoid recording full lectures. Students won't watch them.
- Keep videos short (5 – 8 minutes); Recommend <6 minutes; Break up longer ones (part 1, part 2)
- Use a headset to record audio; a built-in or external webcam; provide light on face (not side, behind or above); okay to use phone to record outdoors or live demonstrations (consider using a tripod too).
- Be yourself; show your personality; it's okay to make mistakes
- Always, ALWAYS include an action item for each video: formative assessment, quiz, activity, reflection, etc.
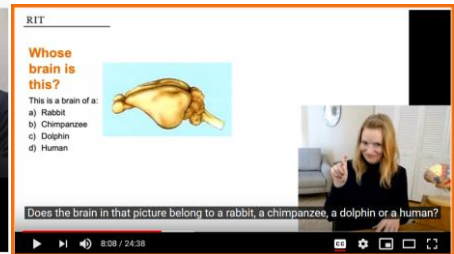
Format examples
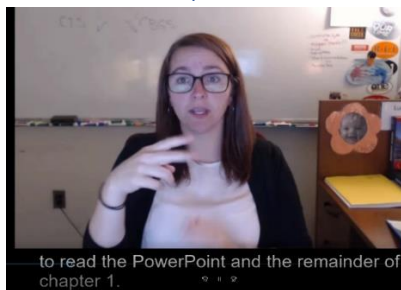
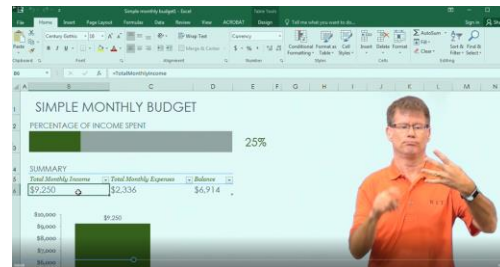
Single view (in home or office)
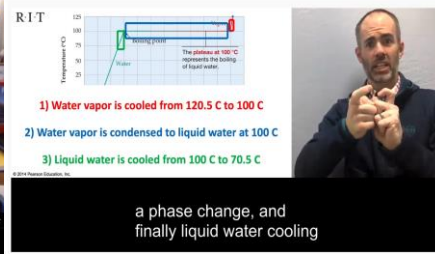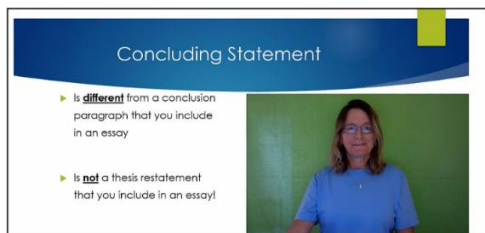

Side-by-Side view in Camtasia.
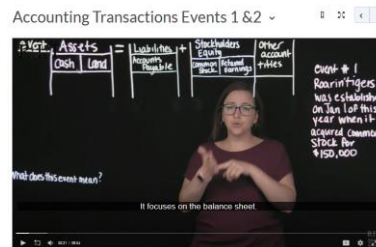

PIP in PPT

Classroom capture; slides added in editing
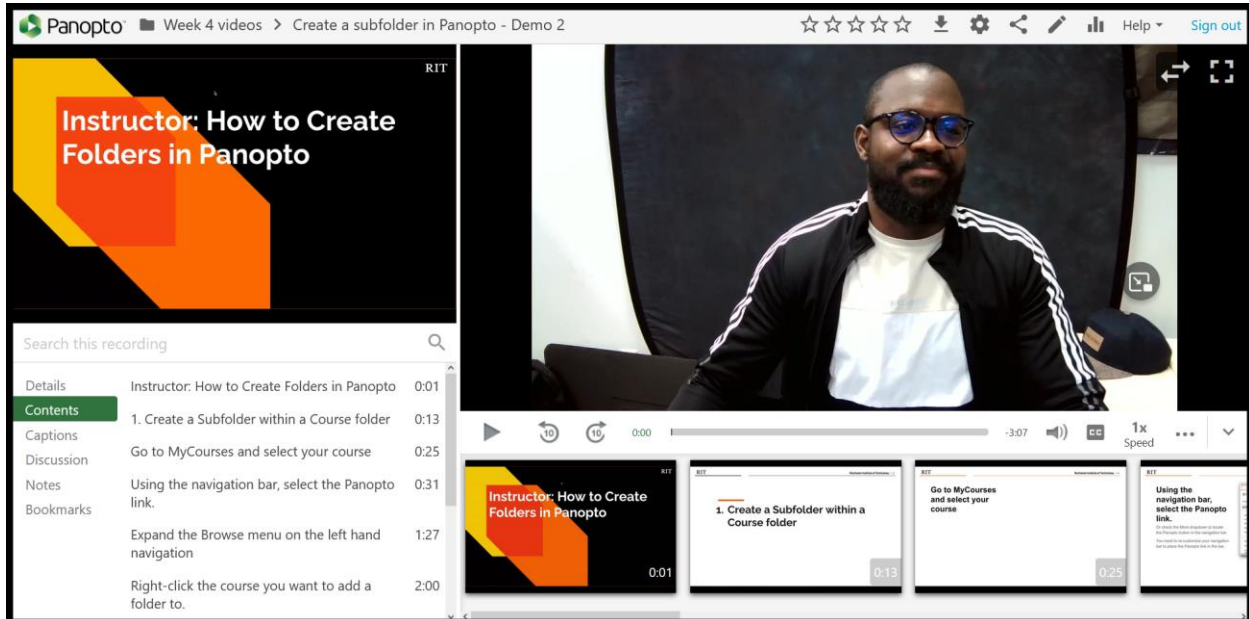

Special effects

Video inserted into Word

Lightboard recording in Sprint Relay Lab

Panopto Recording

Software you can use to record

- **Panopto:** Instructors and students can record, perform minor edits and share videos in myCourses using Panopto. Instructors can use it to facilitate video-based assignments, discussion and quizzes as well.
- **Camtasia Studio**: Faculty can obtain up to 2 licensed copies from TLS. This software requires a webcam (must be of high quality such as 720p, 1080p) and a microphone if using voice. Using an in-built recorder in Camtasia, you can record your screen and camera, edit your recording, and produce your video as an mp4 file on both Windows/Mac. You can even caption videos in Camtasia. Here is a link to learn how to use the software.
- **Zoom Videoconferencing**: You can record using the Zoom Client with/without shared documents. This is ideal for short announcements and demonstrations. This software requires a webcam (must be of high quality such as 720p, 1080p) and a microphone if using voice. Here is a link to learn more about RIT Zoom. Recording to the cloud with voice allows you also to create a transcript. In order to edit Zoom videos, you have to import the media (MP4) into editing software, i.e., Camtasia.
- **iMovie:** This software is available on your iPhone, iPad, or Mac devices. This usually comes with QuickTime for screen recordings to create a new project, add and edit those recordings. You can also import videos, photos and audios. Here is a link to learn how to record video into iMovie on Mac.
- **QuickTime**: if you use a Mac device such as iMac, MacBook, you already have the software installed on those devices. You can use this software to record your screen/camera and save the videos as mp4 files. Here is a link to learn how to record your screen on you Mac and a link to see a video of how you can record your screen and camera view at the same time.

Software you can use to edit

- **Camtasia Studio**: If you use the in-built recorder in Camtasia, it opens up with your recordings on the timeline when you are finished recording. The timeline is where you edit the recording, cut out mistakes, add titles and slides. To trim/remove some mistakes or unnecessary ending, locate which clip you want to cut using a header pointer and click either the scissors or split button at the left-hand top of the timeline to remove parts. To add titles, indicators, and slides, please find the annotations in the left tools panel. Click and drag your selection to the timeline. You can add multiple files such as videos, images, and audios using the Add (+) button in the left corner bottom of the Media bin. Then click and drag them into the timeline. Here is a link to learn basic editing. (Note – original recordings are saved in Movies/Camtasia folder for Mac and Documents/Camtasia for Windows.)
- **Adobe Premiere Pro**: Note - if you do not have some Adobe software, you can install RIT licensed copies of Adobe products, including Premiere Pro, from the Creative Cloud. Here is the link to instructions on installing the Creative Cloud Desktop. Once the Adobe Premiere Pro is installed on your computer, you can import your recordings, edit video clips, add graphical titles, adjust the audio clips, and more. Here is a link to learn basic editing.
- **iMovie**: To edit your video with this application, you should create a new project and import video. To trim your recording, locate the clip you want to cut on the timeline and then hover your cursor over the end of the clip until your cursor becomes the trim tool (left arrow and right arrow). The arrows show which directions you can trim the clip. To split a video, locate a position in the timeline where you want to break, choose to Modify > Split Clip in the iMovie menu or press Command-B.
- **Microsoft Office PowerPoint**: A recording feature is available in Microsoft 365 office. You must have a webcam and microphone if using the voice to record yourself and your PowerPoint presentation. The record button is located under the Slideshow tab to get started. You will see the recording tools enclosing your slides, including your camera view, record button, stop button. When you are finished recording, the PowerPoint will save your camera video on individual slides; you can also adjust the size of the camera video on those slides. Then you export those slides with video to MP4 using the Export option in File menu. Here is a link to learn more about how to use the record on various OS such as Mac.

Where to upload mp4 files for captioning/voicing/interpreting

- **Panopto**: There are four ways to caption Panopto course videos: (1) submit videos with audio narration for professional captioning from 3Play Media; (2) enable automatic speech recognition (ASR) generated captions, if there is audio/voicing; (3) caption the video yourself; (4) submit video for voicing using this Media Request form from NTID's Engineering Services Department; after receiving your voiced video, select from 1 – 3 above to include captions. Find more information about captioning here.
- **YouTube Studio**: You can upload videos to YouTube (must have your account). If you are not familiar with uploading videos to YouTube, view the video or review this text-based tutorial. You can also caption your video in the YouTube studio. Review the Add captioning instructions.
- **Google Drive**: You can upload videos to Drive. To organize and keep track of your video series, click *New > Folder*, name the folder and click Create. Next, click *New > File Upload* and locate where your Mp4 videos are locally saved. Or drag the videos from your computer over that folder in Drive and

release it. It takes several minutes to hours for the videos to become viewable in Drive. Please check out the link here to see several ways to upload videos to Google Drive.

How to upload and link your video from Panopto into myCourses

To learn how to upload your video from Panopto and link it in myCourses, refer to these resources.

Student Presentations

1. Students can record, edit and caption in Panopto.
2. Students can record in Zoom; save the recording locally or in the cloud; and upload it to YouTube or Google Drive.
3. Students can record in MS PowerPoint 365 and upload it to YouTube or Google Drive. (Microsoft 365 is free for students at this link).

Where to get help

NTID Online Office – NTIDOL@rit.edu

RIT Center for teaching and Learning – TLSupport@rit.edu