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April 2009

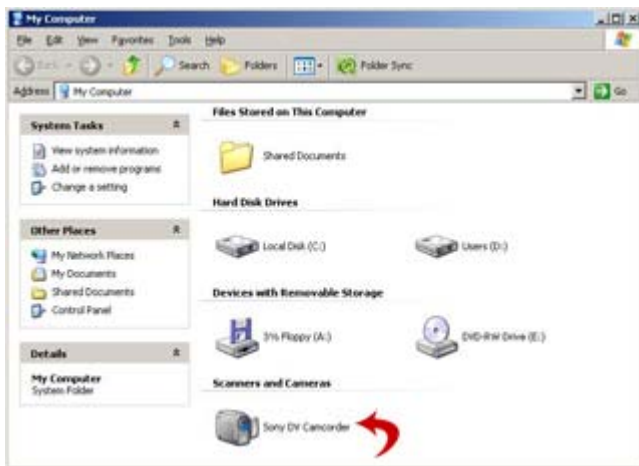
Speech Lab User's Guide

Department of Communication

Technology Services

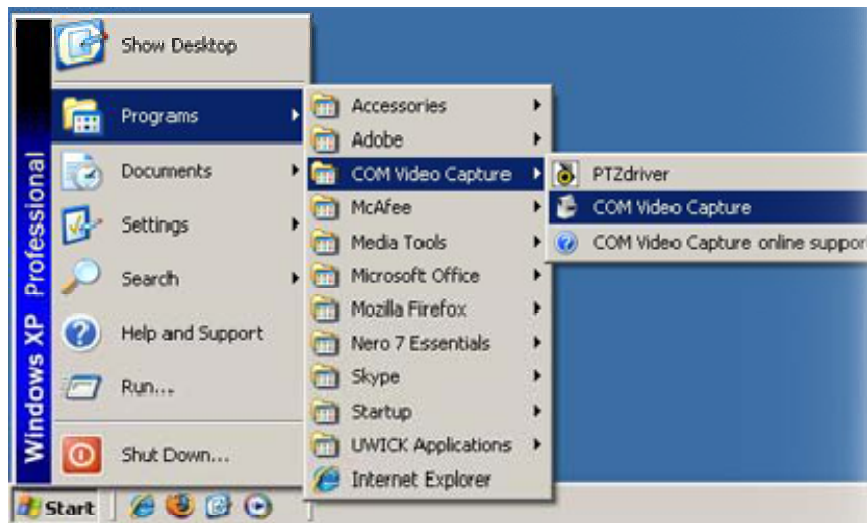
Speech Lab: Video Operations

Video Device Check

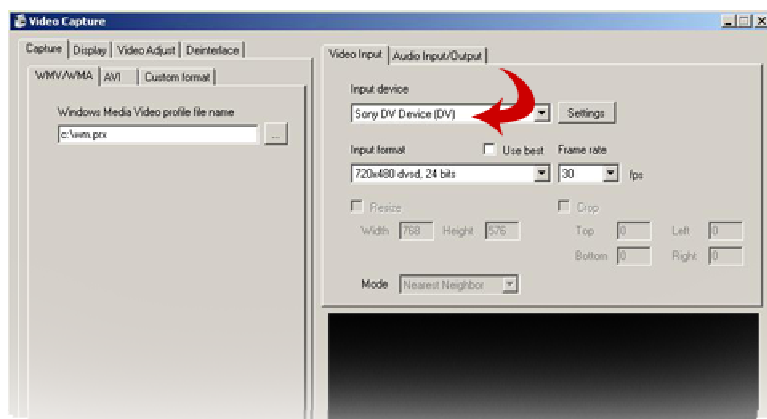


Double-Click on My Computer on the Desktop. Verify under 'Scanners and Cameras' that the 'Sony DV Camcorder' device shows up.

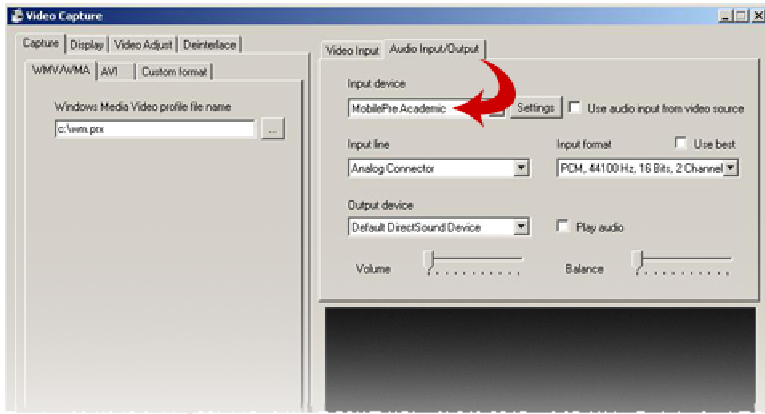
Video Capture - COM Video Capture Application:



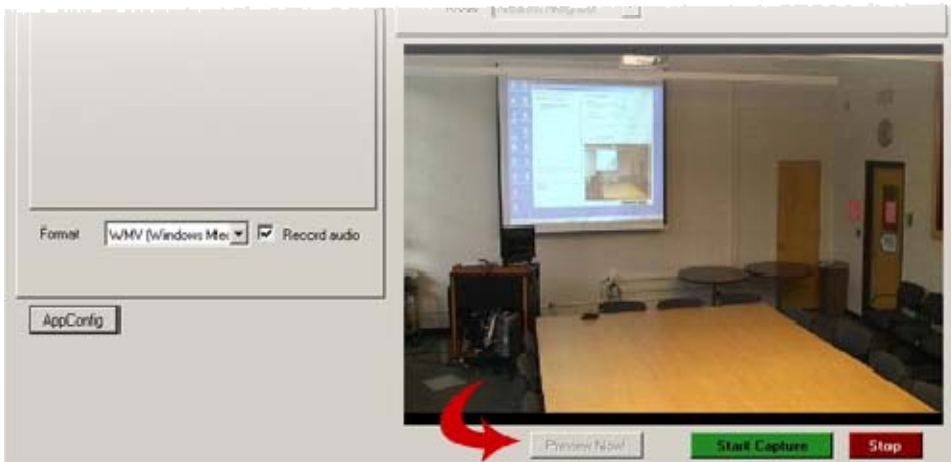
Open COM Video Capture: Start-> Programs-> COM Video Capture-> COM Video Capture



Select Sony DV Device(DV) as the Input device. Click on the Audio Input/Output tab.



Select MobilePre Academic as the Input device.



The **Preview Now!** button displays the camera view before capturing.

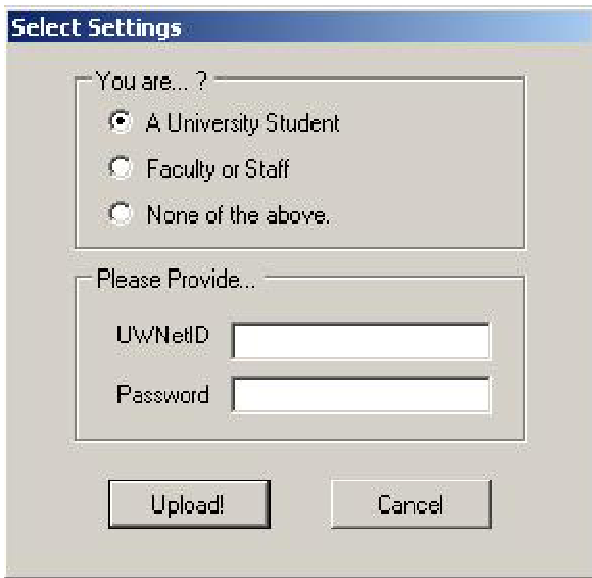
The **Start Capture** button starts capturing video.

The **Stop** button stops the video capture.

After the Stop button is clicked, the program will ask a series of questions:



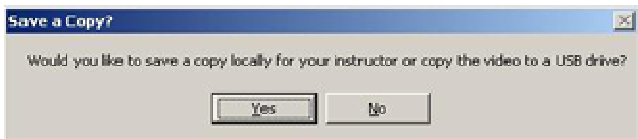
If you have a UW Streaming Media Directory you can directly upload your video by clicking 'Yes'. See how to [How to Activate a Streaming Media Directory](#).



If you clicked 'Yes' the 'Select Settings' dialog box will appear. Select your user type and enter your UWNetID and Password, then click 'Upload!'.



A confirmation that the upload completed will popup and displays the URL to access your file.

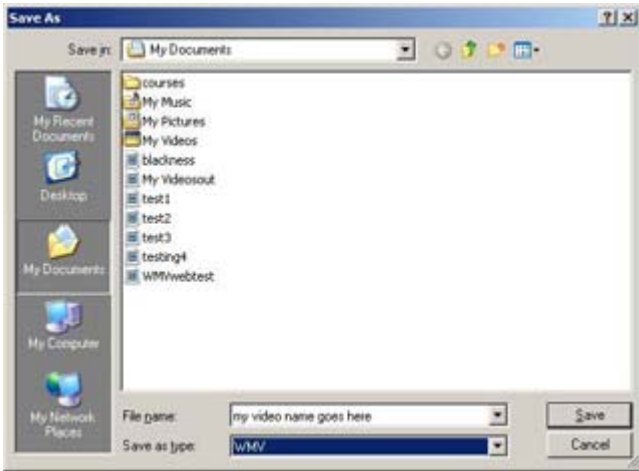


The next dialog box will allow you to save a copy locally to a drive by clicking 'Yes'. (If 'No' was clicked in the 'Upload File' dialog box, the upload step will be skipped and the user can proceed to save a copy.)

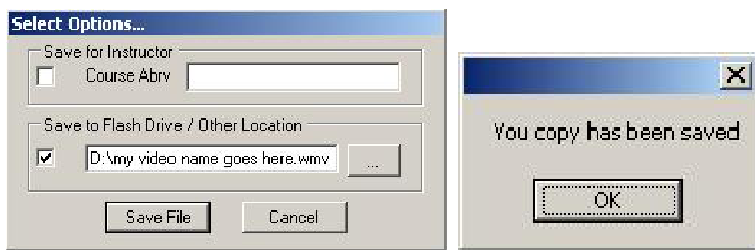


An instructor can instruct students to save video in a specific folder on the Hard Disk using the 'Save for Instructor' option: Check the box next to 'Course Abrv' and enter the folder name (i.e. COM 221).

The other option, which you can use in tandem with the 'Save for Instructor' allows the user to choose the file save location: Click on the '...' button.



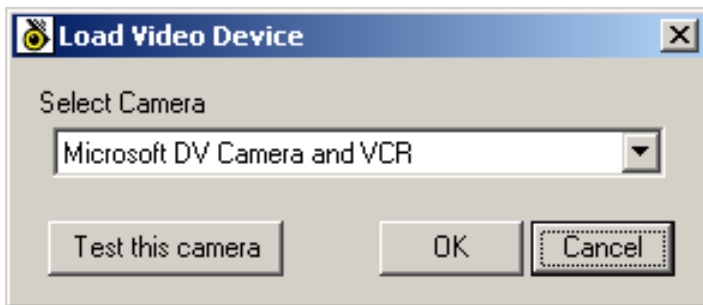
Use the Save as dialog box to navigate to the preferred save location and name the file, then click 'Save'.



The file save location is displayed in the text box. If this is correct click the 'Save File' button. A dialog box will confirm that your file was saved.

PTZ driver - How to move the video camera:

Open PTZ driver from the desktop: Start-> Programs-> COM Video Capture-> PTZ driver.



A 'Load Video Device' dialog box will popup: Select 'Microsoft DV Camera and VCR', then click 'OK'.



Use the arrow buttons to move the video camera and the magnifying glass -/+ buttons to zoom in and out.

How to Activate a Streaming Media Directory

To activate your streaming media directory (public_media):

1. Get your UW NetID and Dante account.
2. Go to [Manage Your UW NetID Resources](#) and...
 - i. Login with your UW NetID and password.
 - ii. Click the **Change your services** tab.
 - iii. Check the box for **Streaming Media** in the list of services that are off.
 - iv. Click the **Continue** button.
 - v. Follow the instructions.