

A Quick Guide on using Echo360 Personal Universal Capture for your RCTD Presentation

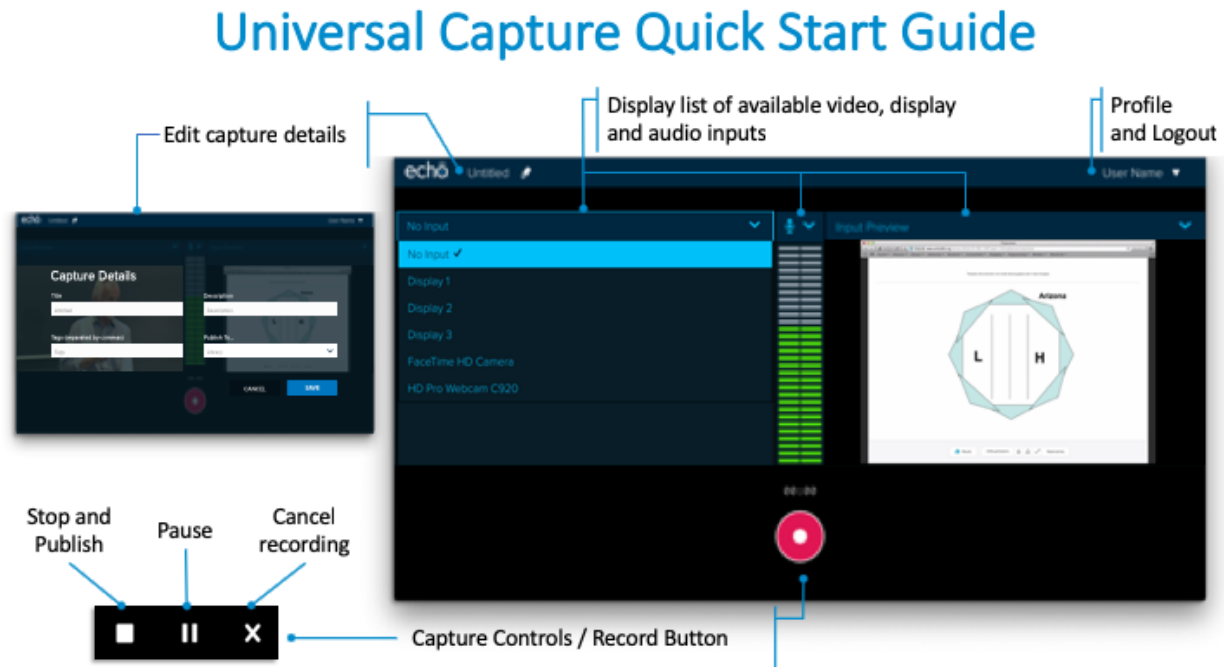
Step 1 Recording using Echo360 Universal Capture Personal

Open up the Echo360 Universal Capture on the computer. You will need to log in using your **augusta.edu** email.

Once logged in make sure that you can see the web camera and the desktop displayed in the Echo360 screen.

Also you want to make sure that the audio is working by viewing the green bar fluctuating when speaking.

When you are ready, Click on the Red Record Button. It will count down from five and start recording. Helpful Tip: Wait another 5-10 seconds before speaking. You can always edit the video after it is done recording.



When you completed the recording select the Stop button. **DO NOT** close out of the Echo360 window. You need to wait until it has completed process and uploaded to the Echo360 server.

Step 2 Editing your video

Log in to Echo 360.org (<http://echo360.org/home>) with your AU email and password. This will bring you to your echo library where you can find and edit your video.

When you edit the video, delete any awkward portions at the beginning and end.

Helpful Tip: Make a copy of the video first so if you accidentally cut too much and save it, you still have the original video.

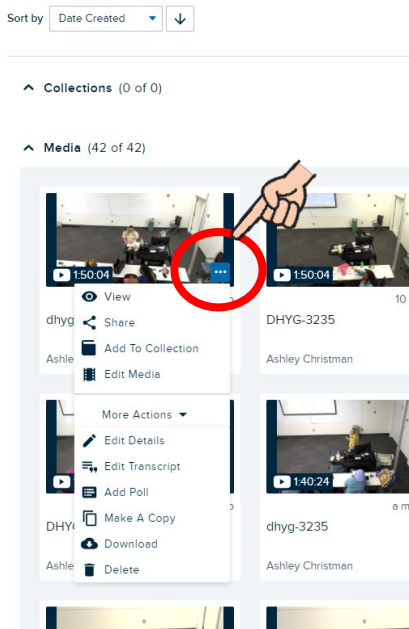
Helpful Tip 2: There is a **Restore to Original** option under **Actions** if you need to start over.



How to Edit your Echo360 Video:

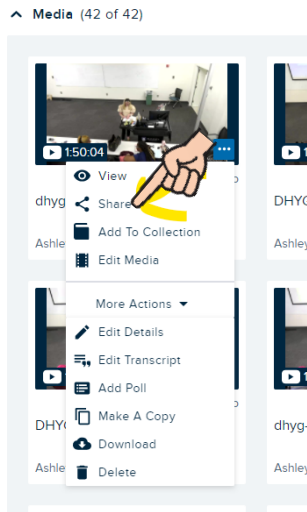
<https://learn.echo360.com/hc/en-us/articles/4415491908877>

Make sure to rename your edited video by clicking on the ellipses in the right-hand corner of the picture, then clicking “**more actions**” and then “**edit details.**” Here you will RENAME your video as first name last name.

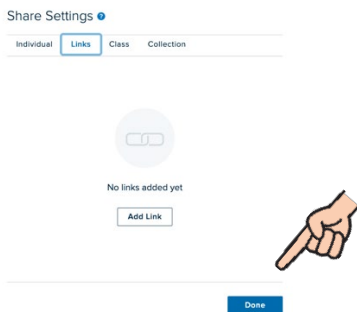


Step 3 Getting the Shared Link for Video

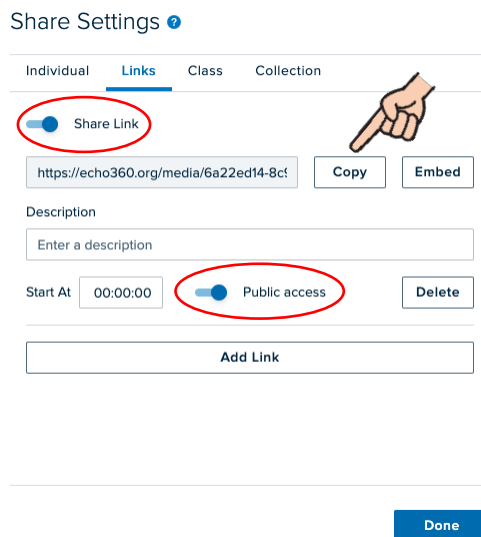
Click on ellipses again on your picture and click “**Share.**”



This action will bring you to this box. Click on **“Links”** and then **“Add Link.”**



After you click **“Add Link”** you will see this screen. Make sure that the Share Link and Public Access is on (blue). Click **“Copy.”** Click Done after you have copied the link.



Step 4 Submit your RCTD Presentation

RCTD Presentation Final Submission

Go to the [RCTD Final Project Submission Form](#)

Submit RTCD Final Project and Video

Hi, JaAnn. When you submit this form, the owner will see your name and email address.

1. **Presenter Name (Primary Only):**
Enter your answer

2. **Presenter Email:**
Enter your answer

3. **Advisor Name:**
Enter your answer

4. **Presentation Title:**
Enter your answer

5. **Is this a competing presentation?**
You can opt to enter the poster presentation competition, a closed-door, poster presentation contest that will be held prior to the Poster presentation session on Feb. 16, 2022. The competing participants will be scheduled to speak at a specified time and place for their presentations be subject and monetary awards will be given to the highest score.

Field One: **Name of Primary Researcher**

Field Two: Use your **augusta.edu** email

Field Three: **Advisor Name**

Field Four: **Presentation title**

Field Five: Select **Yes or No**

Field Six: Copy the **Echo360 Link** for your video here

Field Seven: Save your **POSTER** as a **PDF file** and upload that file where requested. Make sure to save it using the proper file naming protocol: "Last name_First Initial_Category", where the "category" refers to either "Dental Hygiene 1" or "Dental Hygiene 2," which ever your presentation falls into.

Make sure you select Send me an email receipt of my responses and then click **Submit**.