

## Basic Echo360 Editing

Before you edit—Make sure you know what you want to do (edit out beginning, middle or end). The Echo360 editor cannot add in material, but can only take away material. If you want to do more sophisticated editing, please contact Randy at ext. 42175 for additional assistance.

A word on Echo360 class captures-

Echo360 normally captures 3 items when making a classroom recording-

The Display / Live Video / Audio

These are played back simultaneously when viewed, meaning that at least 2 files are being played back at the same time. The audio is stored with either the display video or the live video.

Normally when you edit an Echo360 recording, you are editing both the display file and the live video file, along with the audio.

Original class recordings and edited recordings of the class are stored on the Echo server. What is viewed online is not the original recording but is a compressed copy of the recording.

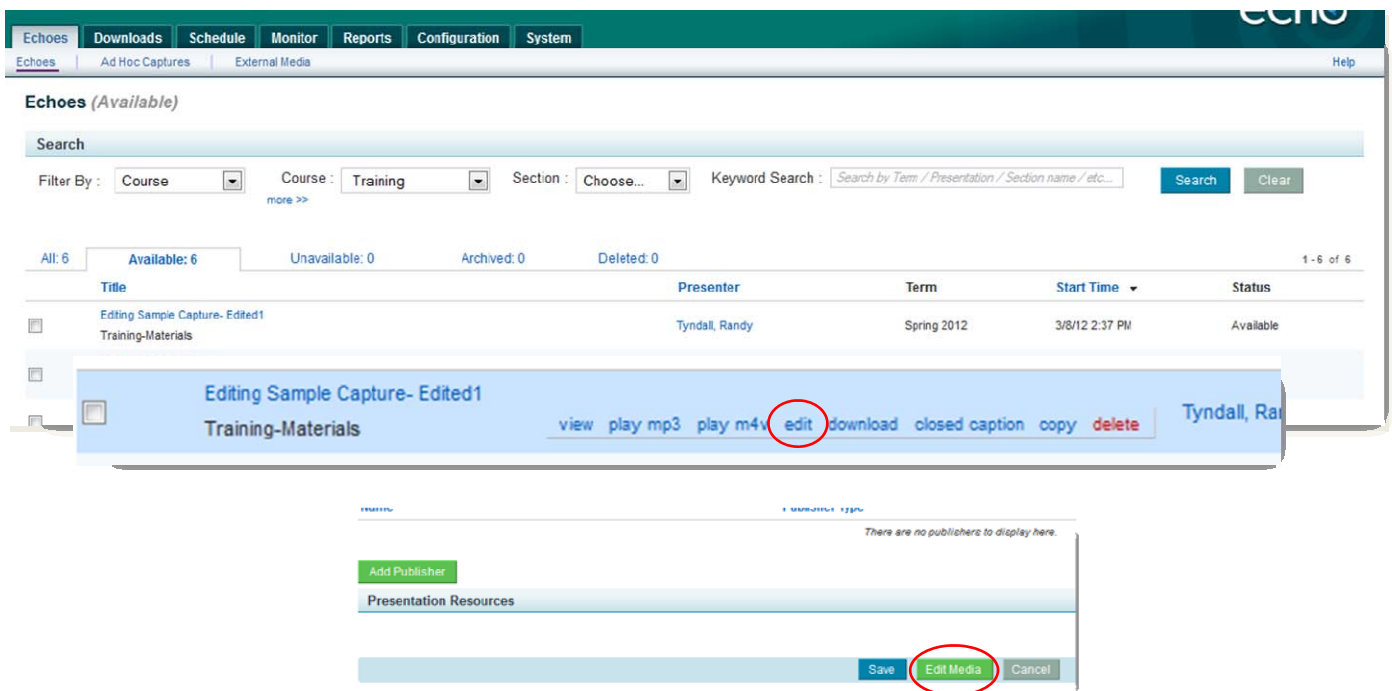
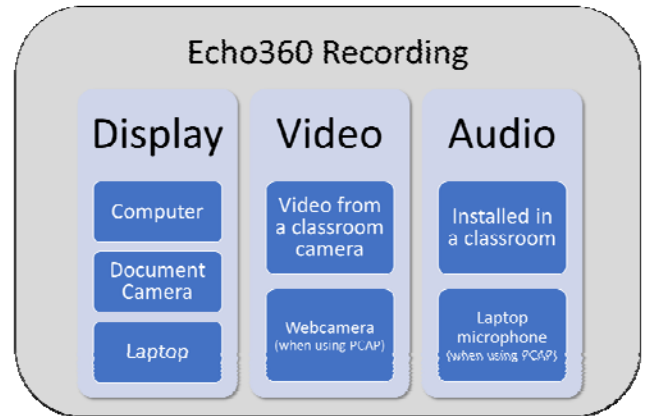
Because of our storage limits on the server, we have a policy in place that erases the original recording after 4 months. This does not erase the recording that is viewed, however.

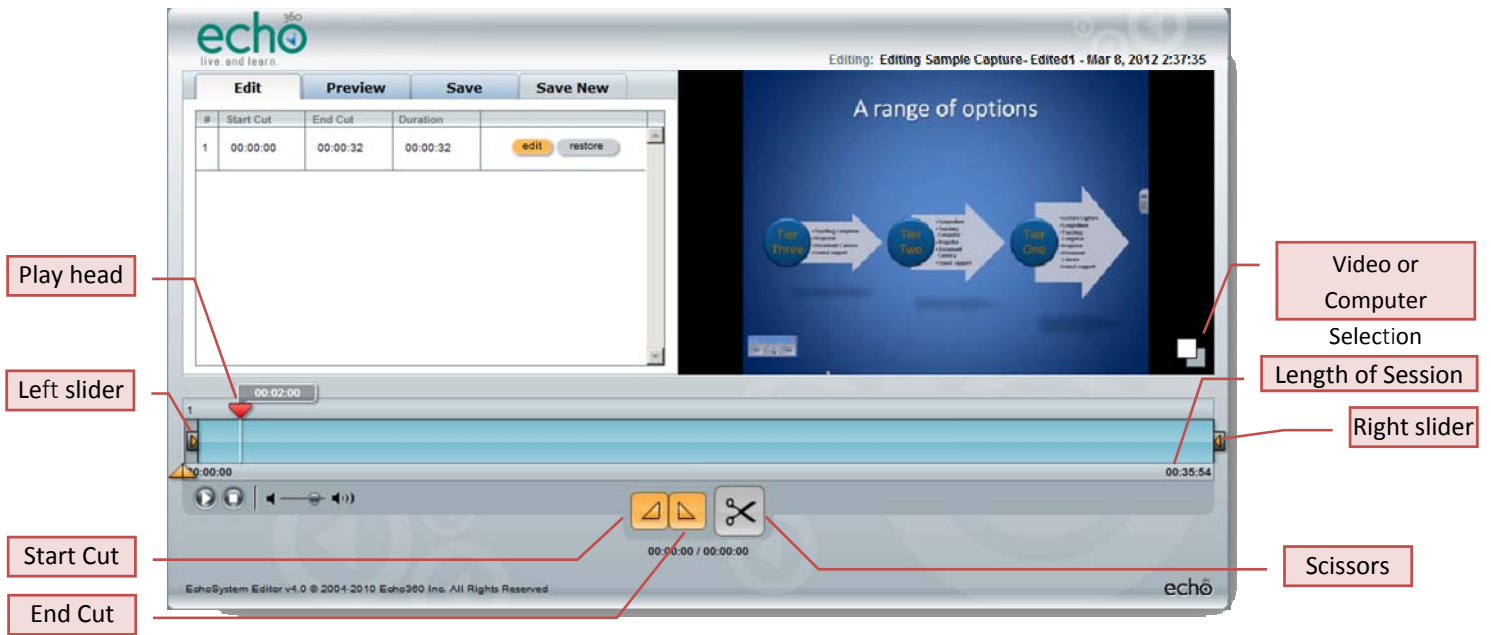
This does create a bit of a problem for editing an older recording, but one can still edit a recording.

If the original recording is less than 4 months old, you can edit from the original recording. If the recording is older than 4 months old, you cannot edit from the original recording, as it has been erased. There is hope, though. Read on.

### IF YOUR RECORDING IS LESS THAN 4 MONTHS OLD-

- **Logon to server**— <https://echoess.uml.edu:8443>
- **Identify session to edit**—Scroll down to see all of the recordings you have access to. Hover over each to see your options. Click on edit, then scroll down and click on Edit Media at the bottom of the screen.
- An Echo360 editor will open. It looks like this-

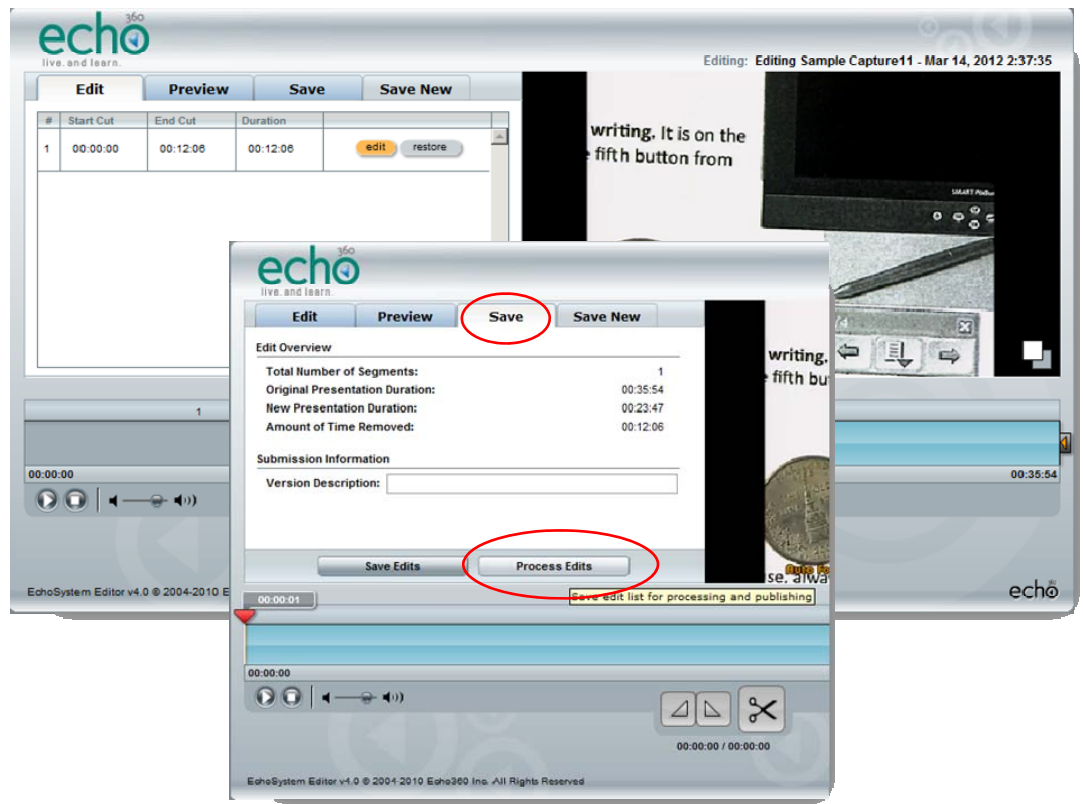




- **Have an idea of what you want to do.** You can speed the process up by viewing on the player (not the editor) the session. You can write down approximate times where editing needs to occur.

- **Mark the start and end of the edit.** Either drag the left slider OR use the left/right triangles to mark the start and end of the section you want removed. Clicking on the scissors or dragging the left-hand slider will then place the edit times on to the left side of the screen.

- **Preview or process the edit.** Click on the Save tab, then click on Process Edits to save the edit. It will replace the current captured session with the edited version. It will not appear instantly, for it needs to be processed on the server. Do something else and return later.



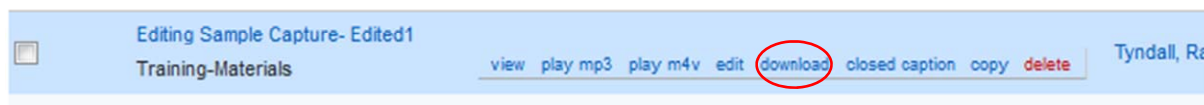
- **Don't worry if you make a mistake.** The original recording is still available. Remember the screen where you scrolled down to the bottom to start editing? Here's what the screen looks like after you have performed an edit. One of the extra buttons says Restore Un-edited Media, meaning that the original is still there. Whew!

Presentation Media Edits					
No.	Title	Updated By	Updated Time	Has Edits	Status
1	Original	User, Internal	3/12/12 4:16 PM	No	Obsolete
2	(untitled)	Lucas, Michael	3/12/12 4:25 PM	Yes	Current

Copy Edit Edit Media Reprocess Media **Restore Unedited Media** Done

**IF YOUR RECORDING IS OLDER THAN 4 MONTHS-**

You need to do a couple of extra steps, but you can edit. You can only easily bring in one of the two video sources, the display screen or the live video. Most folks just want the display screen. Ready?



- Download the recording. Click on download to save the recording on your computer. It can be a large file and can take a bit of time.
- Once downloaded, navigate to wherever it has been stored. It is a zipped (compressed) file and must first be unzipped (uncompressed). Now navigate to where the uncompressed file has been stored.

synopsis	6/15/2015 11:35 AM	File folder	
themes	6/15/2015 11:35 AM	File folder	
thumbnails	6/15/2015 11:35 AM	File folder	
audio.flv	6/15/2015 11:22 AM	VLC media file (.flv)	462 KB
audio.mp3	6/15/2015 11:22 AM	VLC media file (.m...)	800 KB
audio-vga.m4v	6/15/2015 11:22 AM	VLC media file (.m...)	2,087 KB
audio-vga-streamable.m4v	6/15/2015 11:22 AM	VLC media file (.m...)	1,581 KB
audio-video.flv	6/15/2015 11:22 AM	VLC media file (.flv)	2,749 KB
echo_desktop.htm	1/16/2014 10:00 AM	Firefox HTML Doc	5 KB

You want the file that says “audio-vga.m4v” or “audio-vga-streamable.m4v”. Usually the largest file is the display video.

Take that video back into Echo360 by logging into the Echo360 server and choosing Media Import.

Echoes Downloads Schedule Monitor Reports Cor

Echoes Ad Hoc Captures Media Import

### Media Import

Upload a media file

Upload a media file to be processed. Most common formats are sup

Upload File :  No file selected.

Section : Term :

Section Quota : No section selected.

Start Date :

Browse to locate that file, select it and re-import that file. Once the process has been completed, you can then re-edit that file. See the handout on importing video for more detailed info.