

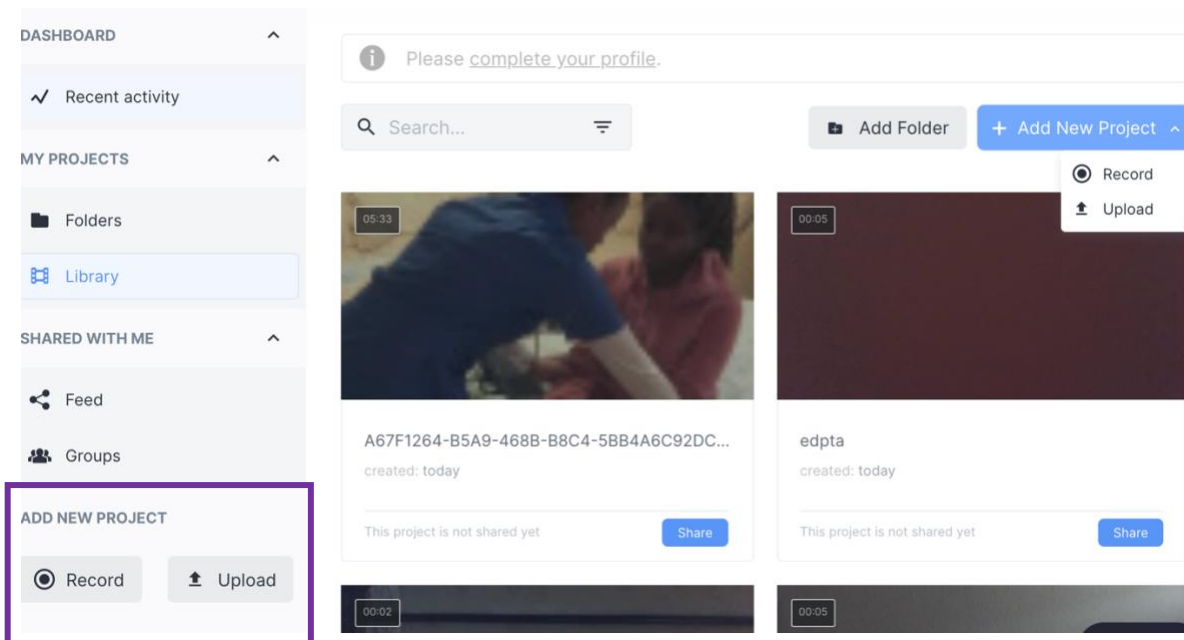
Swivl: Screen Recording

Screen recording can be used to capture remote learning environments on Zoom, Google, Microsoft Teams, etc. It can also be used to record asynchronous presentations, etc.

***NOTE: Prior to recording your lesson for your observation, the edTPA, etc. it is **HIGHLY** recommended that you test your chosen audio channel to make sure you capture your audio and the audio of your students.**

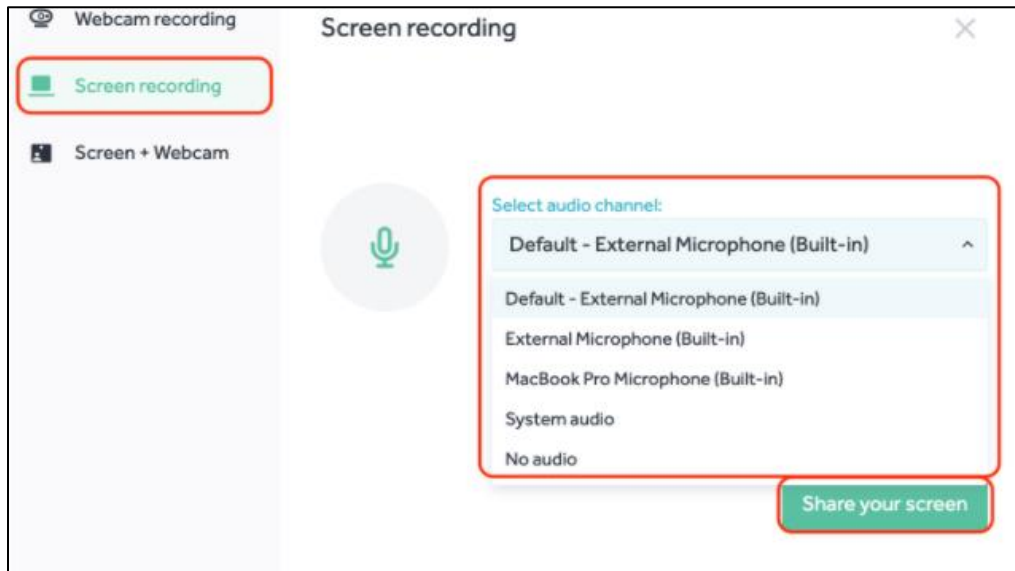
Microsoft PC Users: For best experience please use Mozilla Firefox web browser.

Sign in to your Swivl Account > Add New Project: Select Record

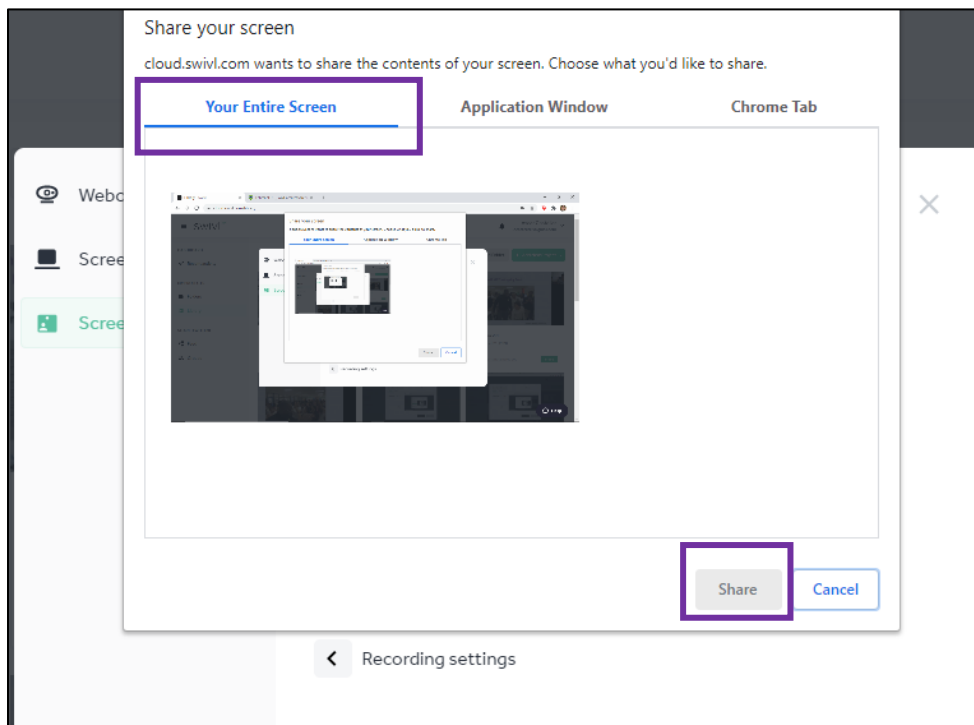


The screenshot shows the Swivl dashboard interface. On the left is a navigation sidebar with sections: DASHBOARD (Recent activity), MY PROJECTS (Folders, Library), SHARED WITH ME (Feed, Groups), and ADD NEW PROJECT (Record, Upload). The 'ADD NEW PROJECT' section is highlighted with a purple box, and the 'Record' button is selected. The main content area shows a notification to complete the profile, a search bar, and buttons for 'Add Folder' and 'Add New Project'. Below these are two project cards. The first card has a video thumbnail and a long alphanumeric ID. The second card has a dark thumbnail and the title 'edpta'. Both cards show 'created: today' and a 'Share' button. A dropdown menu is open over the 'Add New Project' button, showing 'Record' (selected) and 'Upload' options.

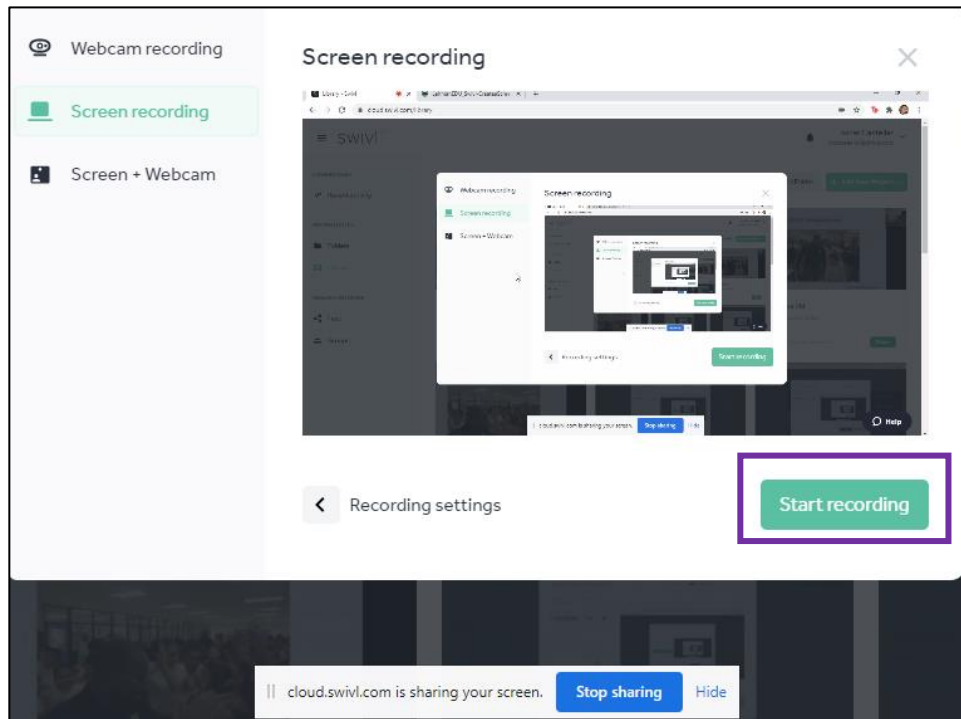
> Click Screen recording > Select Audio Channel* (It is recommended that you use headsets with mics if available to improve sound quality) > Click Share your screen



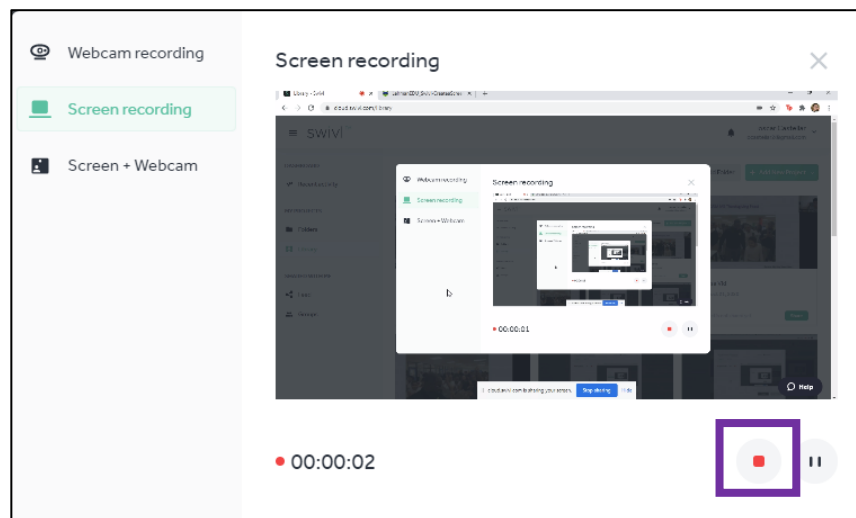
> Select the screen to record (Recommendation: Choose Your Entire Screen) > Share



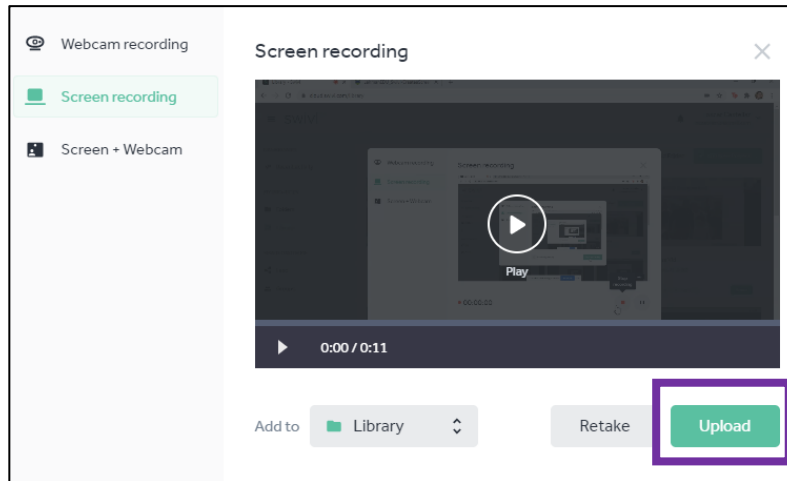
> Click Start Recording (You may navigate away from your browser but DO NOT close your browser)



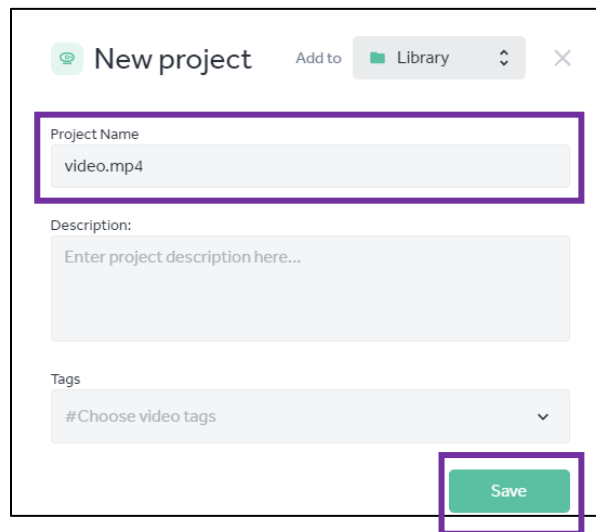
> Click Stop (red button) once you are done recording



> Click Upload



> Provide a name for project > Click Save

A screenshot of a 'New project' form. At the top, it says 'New project' and 'Add to Library'. Below this, there is a 'Project Name' field containing the text 'video.mp4', which is highlighted with a purple rectangular box. Underneath is a 'Description:' field with the placeholder text 'Enter project description here...'. Below that is a 'Tags' field with the placeholder text '#Choose video tags'. At the bottom right of the form, there is a green 'Save' button, which is also highlighted with a purple rectangular box.