



Room and Lecture Capture

The Planet eStream Room and Lecture Capture tools allow for autonomous recording of lessons and lectures, minimising the requirement for the presenter to configure any hardware or scheduling before the start of the session.

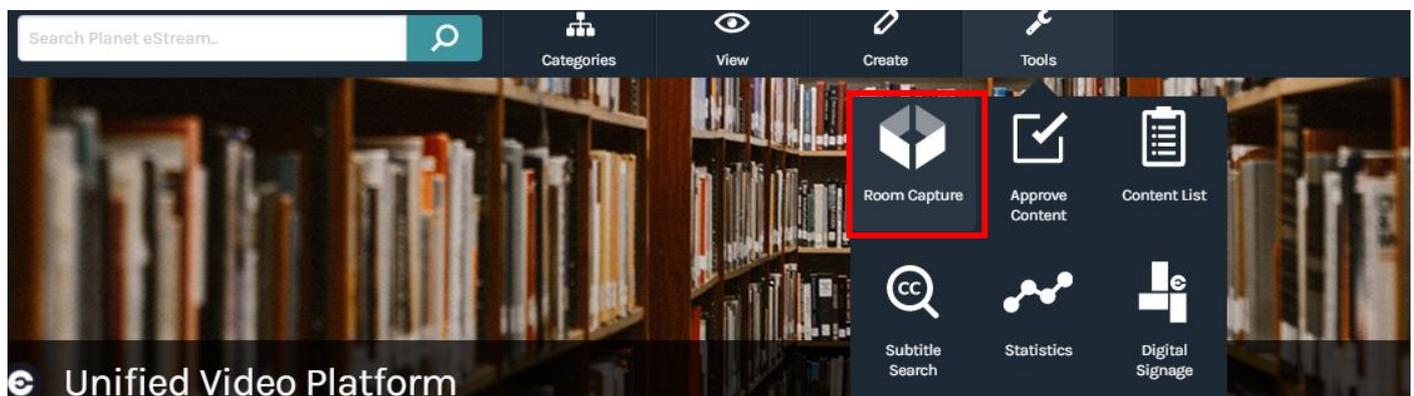
Section One – Configuring Rooms

The first section of this guides covers the configuration of room hardware and set-up of rooms. If this has already been completed or is not part of your remit, please skip to Section Two by clicking [here](#).

Step One – Setting Up Hardware

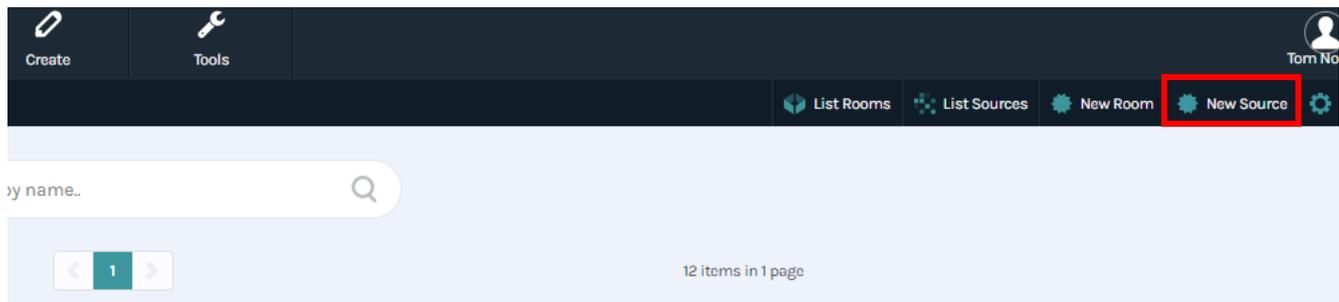
The Planet eStream Room Capture tools are based around IP hardware which can be configured into rooms for capture. Hardware is available from <https://planetestream.co.uk/accessories> and set-up guides for hardware that has been purchased are available from <https://planetestream.co.uk/knowledgebase>.

Once this hardware has been configured it can be used to set-up rooms in the Room Capture tools by navigating to **Tools > Room Capture**.

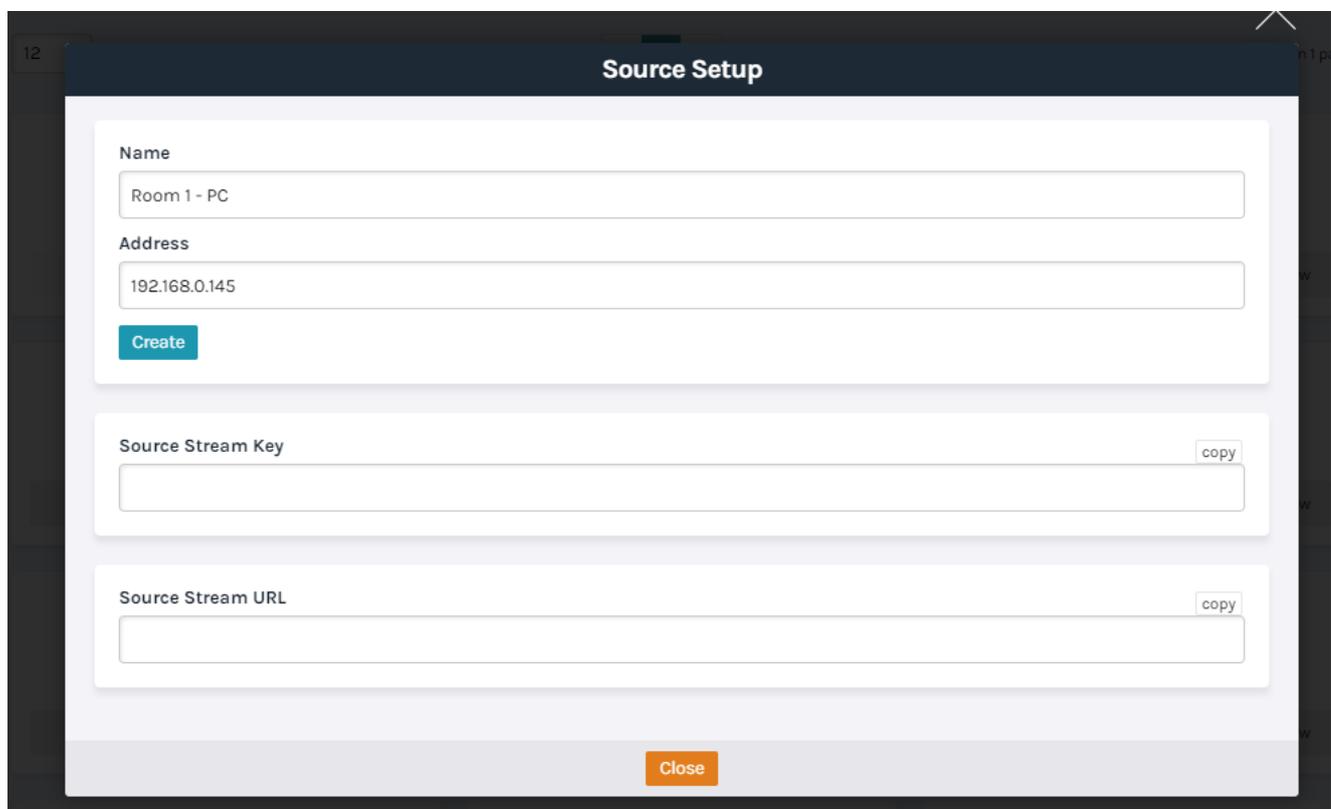


Step Two – Adding Sources

After configuring your hardware using the provided instructions you then need to add the hardware as sources to the Planet eStream site. To do this select **New Source** from the top right-hand menu area.



Next, add a friendly name for the source; this should refer to where the source will be located, for example Room 1 – PC. Then add the IP address for the source and press **Create**, this will automatically populate the stream key and source URL.

A screenshot of the 'Source Setup' form. The form is titled 'Source Setup' and has a dark blue header. It contains four input fields: 'Name' (with the value 'Room 1 - PC'), 'Address' (with the value '192.168.0.145'), 'Source Stream Key', and 'Source Stream URL'. Each of the last three fields has a 'copy' button to its right. Below the 'Address' field is a blue 'Create' button. At the bottom of the form is an orange 'Close' button.

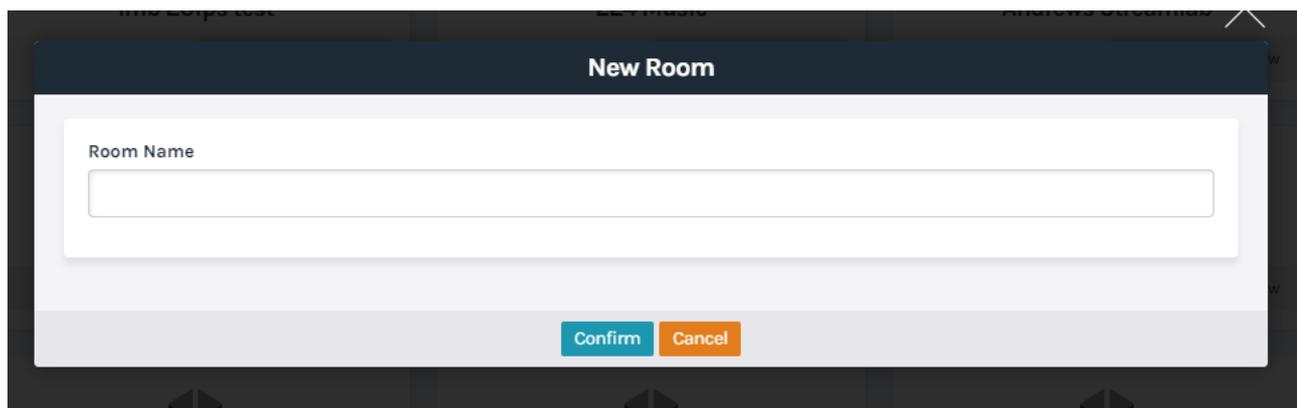
Complete this step for all relevant sources.

Step Three – Configuring Rooms

Once you have set-up your hardware, you can add this to Rooms. Each Room can be configured to include multiple different sources, such as a camera, visualiser, and feed from the PC, as well as audio sources. To create and configure new Rooms select **New Room**.



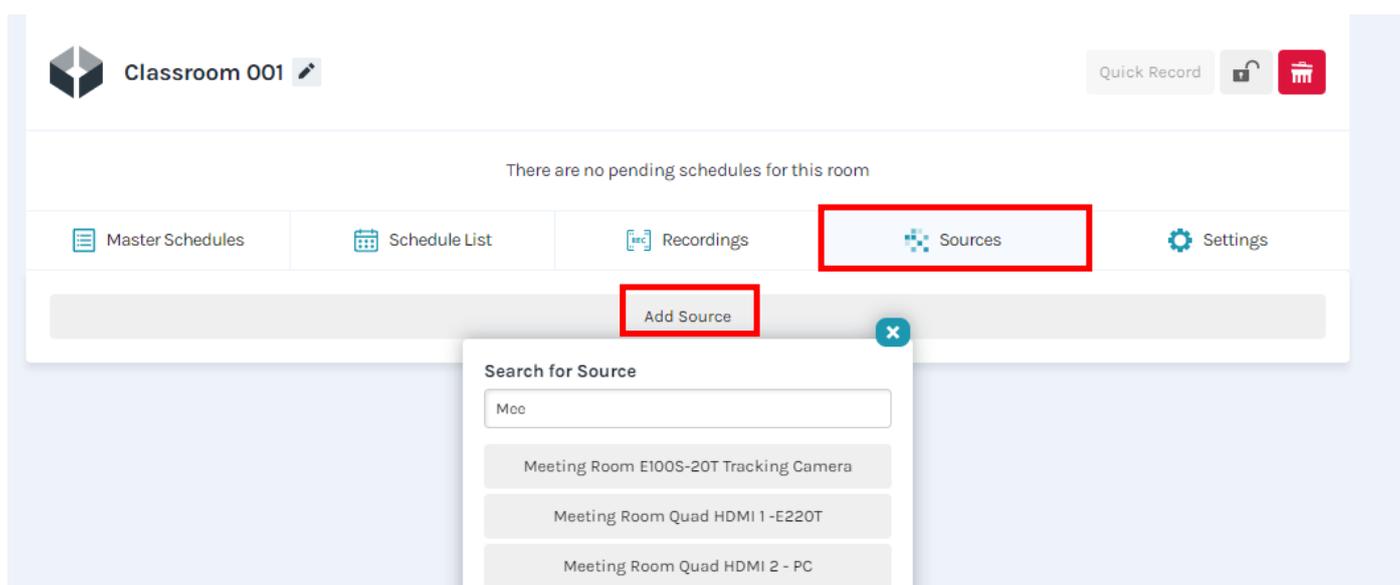
Next, give your room a name and hit **Confirm**.



You can then select the Room from the main Room Capture home page or by selecting **List Rooms**. This will present you with the Room that you have just created.



To finish Room configuration, add the sources that you have previously created to the Room in question by selecting **Sources > Add Sources** and searching for relevant sources.



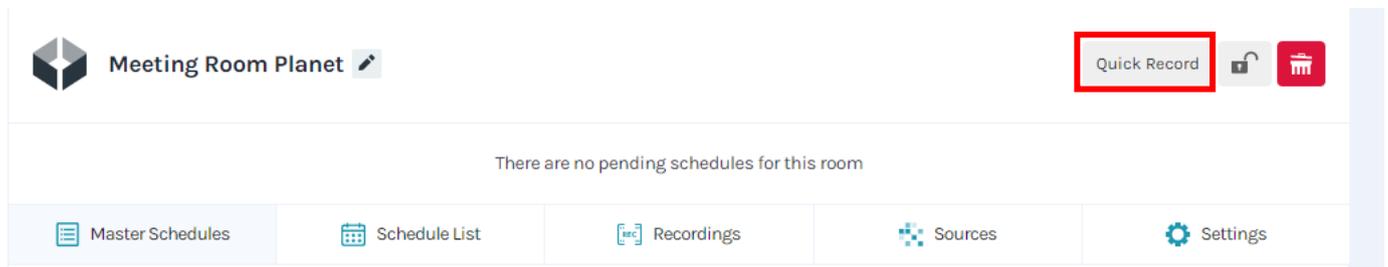
You have now finished creating the Room and can start to broadcast and record lessons and lectures.

Section Two – Lesson and Lecture Capture

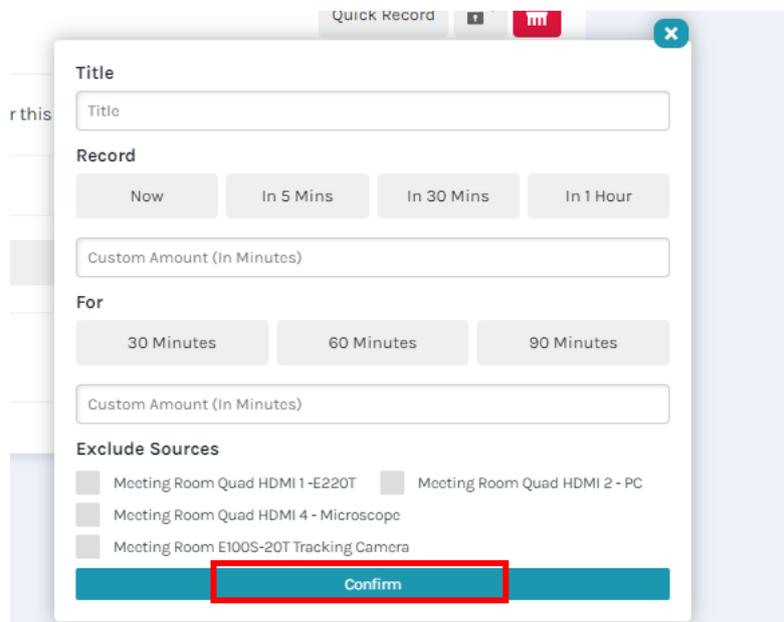
Once the Rooms have been configured you can now start to stream and record lessons and lectures. There are a couple of ways to do this.

Option 1 – Quick Record

On entering a room an educator or presenter can simply start the broadcast or recording by selecting **Quick Record**.

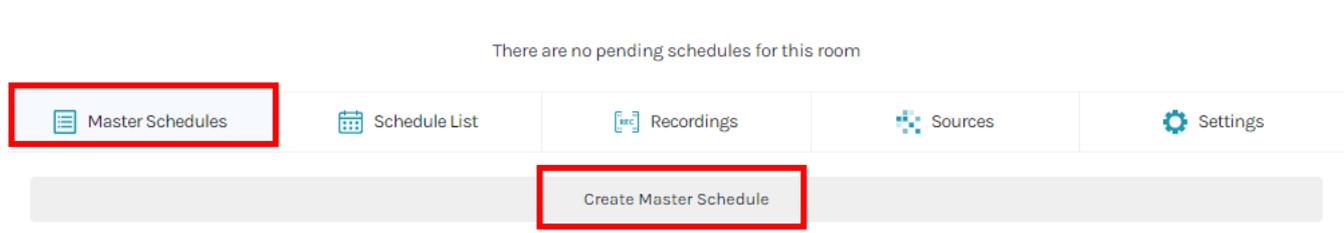


The time for the recording to start and the duration can be specified using the options provided. Certain sources can also be excluded from the recording if they are not required. Select **Confirm** to start the recording.

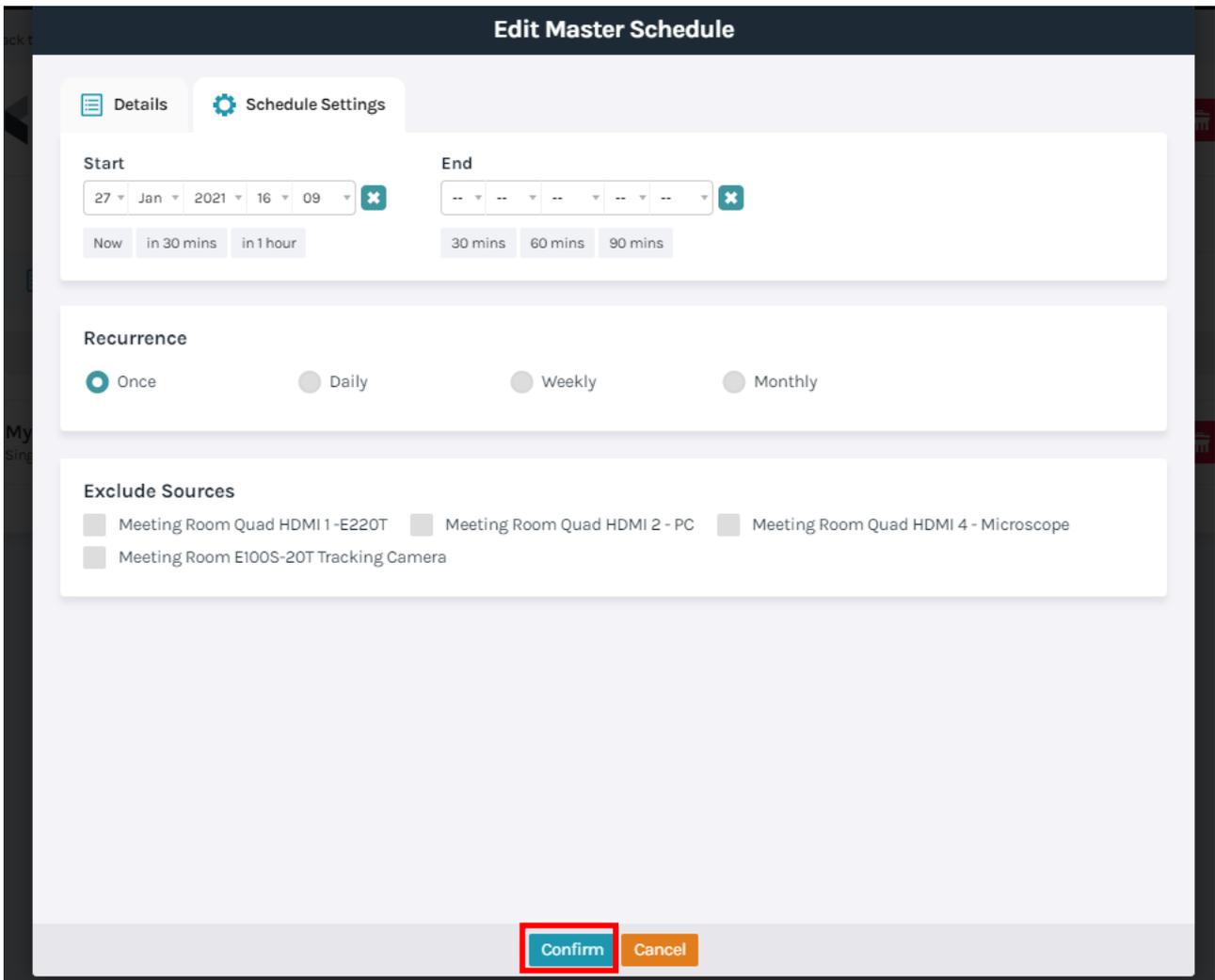


Option Two – Create a Schedule

All live lessons and lectures can also be centrally managed using the scheduling options, which means that the presenter does not have to do anything when entering a room. To create a schedule, select **Master Schedules** and **Create Master Schedule**.



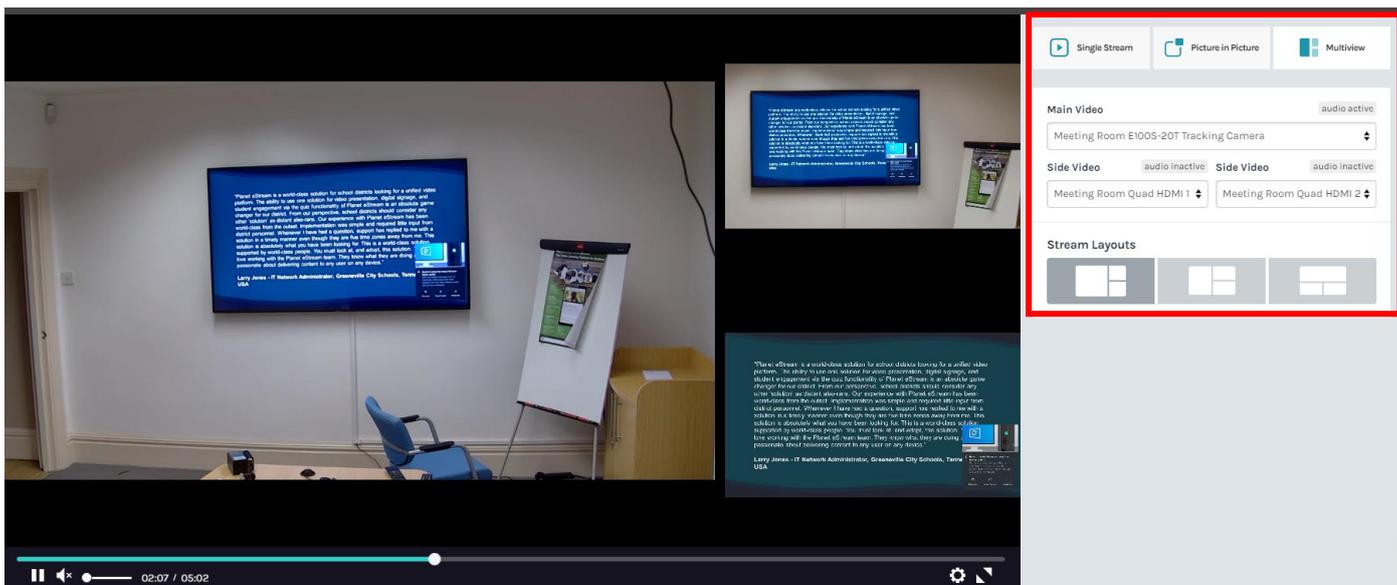
You can then configure the schedule in a similar way to the Quick Record option and specify date, duration, recurrence and exclude any sources that are not required. You can also give your schedule item a Title and Description and add any relevant metadata or Categories. Select **Confirm** to save the schedule.



To view any Live Broadcasts, navigate to **View > Live Broadcasts** on your Planet eStream menu. Select the Broadcast from the list to view it.



When viewing the broadcast, you can view either a single source at a time, as picture-in-picture or as a multi-view. The viewer is in complete control and sources can be changed using the dropdowns.



Underneath the video player are the usual options for Comments, Notes and Sharing.

Any Comments that are left will appear immediately and can be used for viewers to ask questions that can then be responded to. Comments on a live stream are retained on the archived video-on-demand version.

The sharing options allow for the sharing of content via a link or embedding into your VLE, LMS or other learning platforms.

