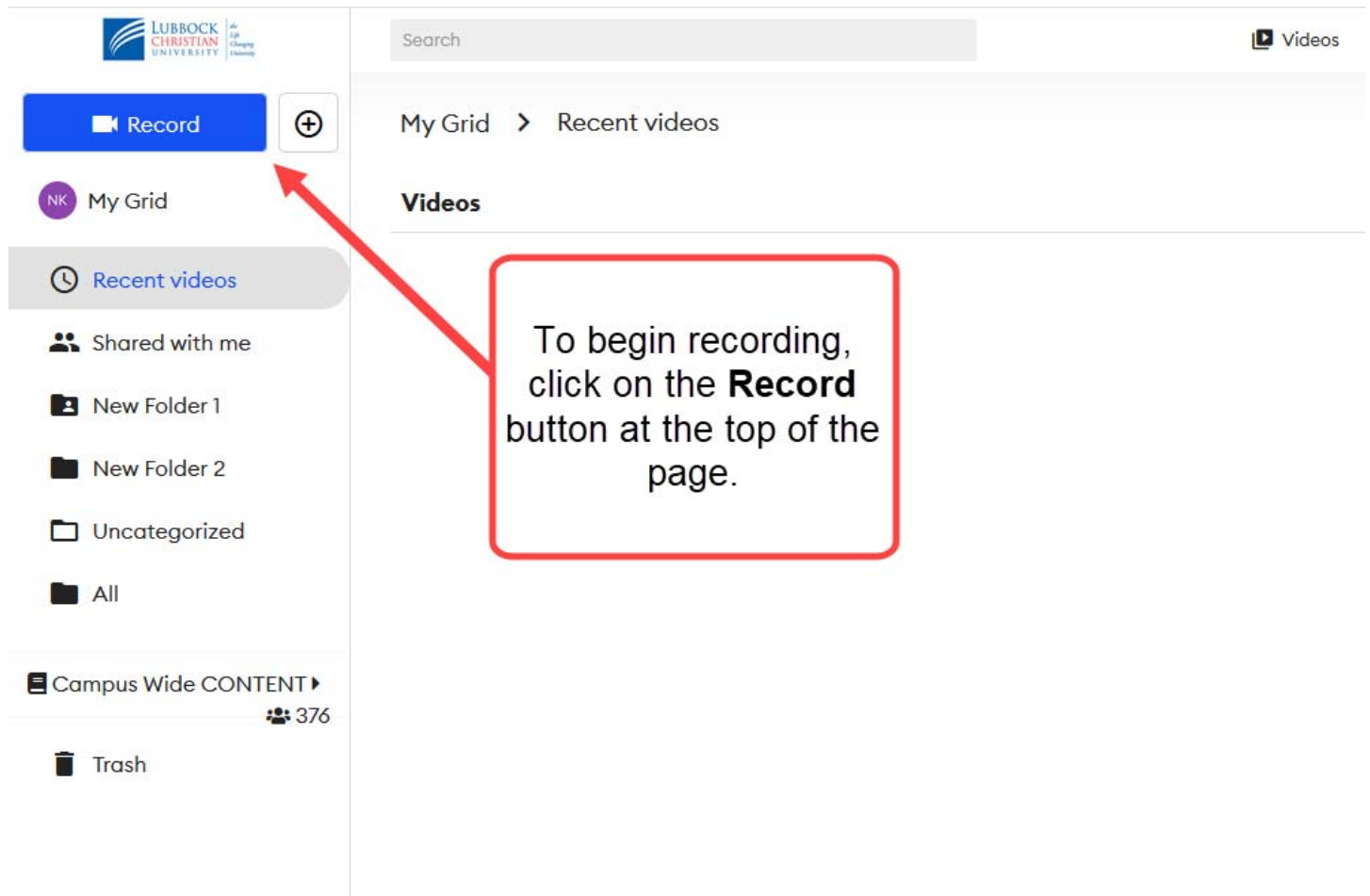


## How to Record in the VidGrid Screen Recorder

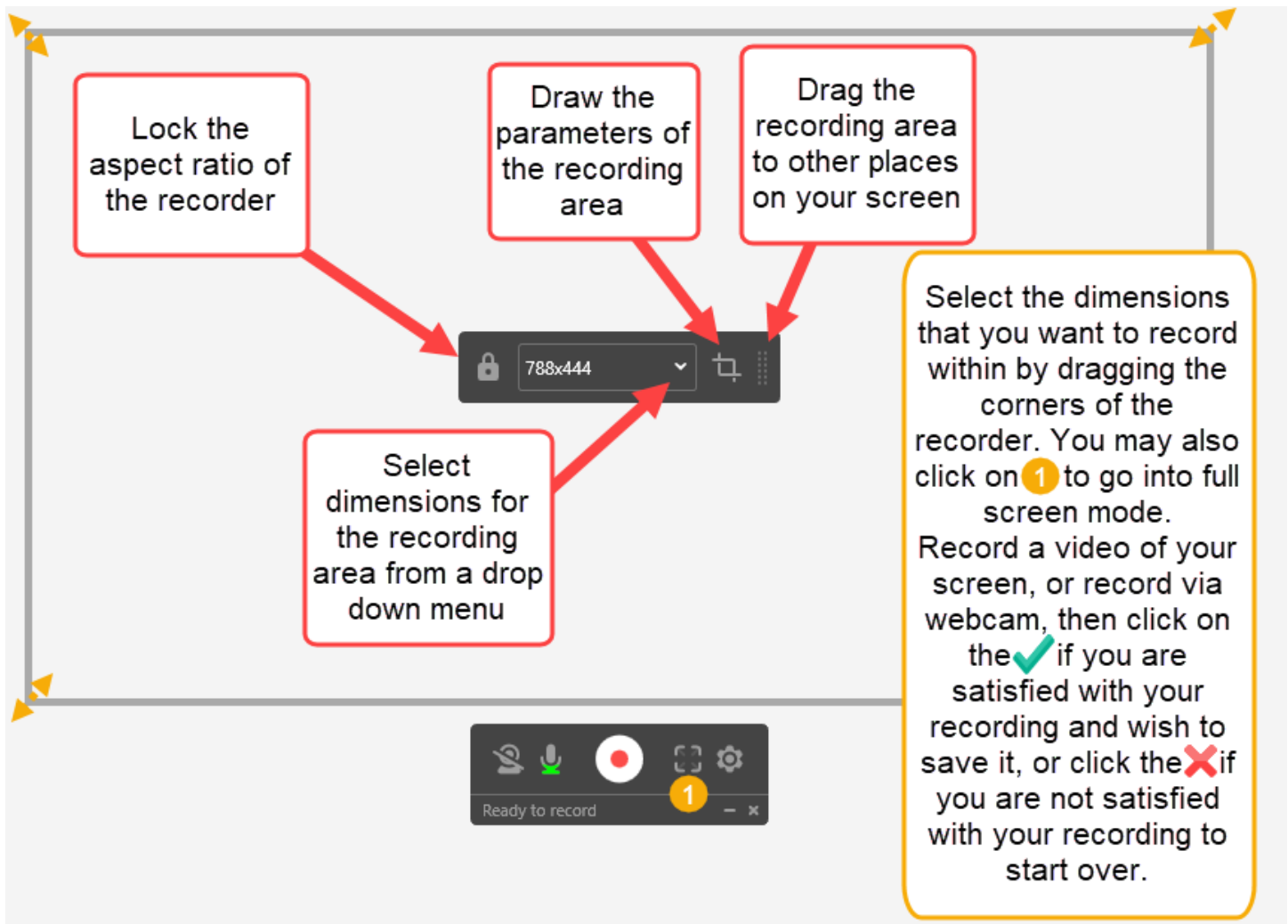


The screenshot displays the VidGrid interface. On the left sidebar, the 'Record' button is highlighted in blue. A red arrow points from a callout box to this button. The callout box contains the text: 'To begin recording, click on the **Record** button at the top of the page.'

The interface includes the following elements:

- Top Bar:** Search bar and 'Videos' link.
- Left Sidebar:**
  - Lubbock Christian University logo
  - Record** button (blue)
  - My Grid (NK)
  - Recent videos (clock icon)
  - Shared with me (people icon)
  - New Folder 1 (folder icon)
  - New Folder 2 (folder icon)
  - Uncategorized (folder icon)
  - All (folder icon)
  - Campus Wide CONTENT (document icon) with 376 items
  - Trash (trash can icon)
- Main Content Area:**
  - My Grid > Recent videos
  - Videos section

The screen recorder will open up. Here are your options:



1 Choose a webcam, or choose to record your screen by selecting **None** from the drop down menu.

2 Select an audio device. The Green indicates that your audio device is functioning properly.

3 Click to start recording.

4 Enter fullscreen mode.

5 Recorder settings allow you to enable a countdown, enable rapid recording, save videos to your computer, and restore the recorder to its original size upon launching it.

6 Minimize the recorder.

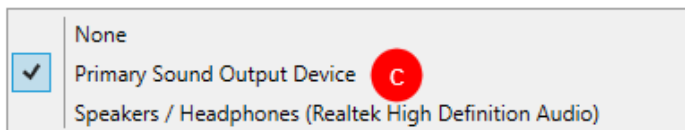
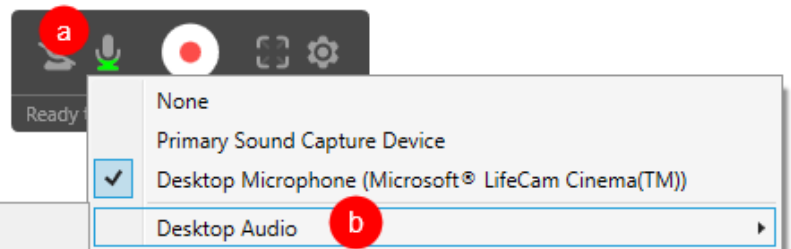
7 Close the recorder (clicking on this before you have saved your recording will discard your unsaved draft).



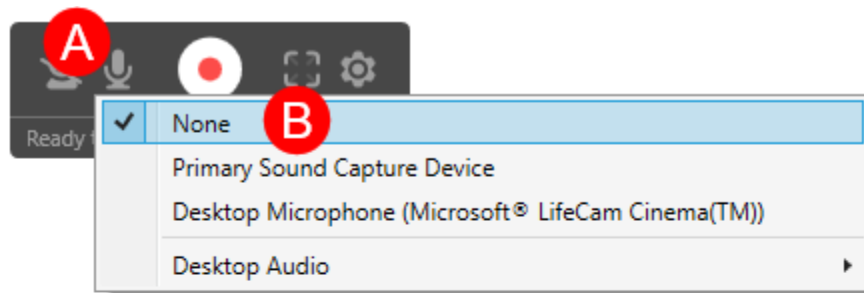
Click the pause button to pause recording. You may resume recording at any time.

Delete your recording.

Finish recording, name your video, and upload to VidGrid



To record system sounds (sounds coming from your computer), click on the screen recorder's microphone icon, then **Desktop Audio**, then **Primary Sound Output Device**



If you have a microphone selected, any environmental sounds will be picked up as well as your system sound.

You may turn external microphones off by clicking on the microphone icon, then

## Settings options:

1. Webcam only mode: only records your image via your webcam.
2. Countdown toggle: When on, the recorder will countdown before starting the recording.
3. Rapid recording toggle: Allows you to make multiple recordings in a row.
4. Save videos: saves a copy of your recording to your computer (this is recommended).
5. Restore recorder size: Recorder will remember previous recording dimensions for next time.
6. Open video save folder: Directs you to where VidGrid saves your recordings locally.
7. Hotkey settings: Displays Hotkeys for record/Pause, Stop, and Minimize/Maximize.
8. About: Shows the version of recorder you have.
9. Logs you out of VidGrid.

1. Webcam only mode
2. Enable recorder countdown
3. Enable rapid recording
4. Save videos to this computer
5. Restore recorder size on launch
6. Open video save folder
7. Hotkey settings
8. About VidGrid Screen Recorder
9. Logout



### Questions?? Contact:

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