This table compares production and hosting combinations, to help you identify a method that will suit you, your time frame, your purpose and your learners. For further information, please contact the TSBE Flexible Education Team: Teaching.TSBE@utas.edu.au

Combination	Best for	Editing options	Access for students	Technical complexity	Resources required	Time to create
Echo 360 Personal Capture + MyMedia	 Short 'talking head' videos (like weekly summaries or welcome messages) Narrated PowerPoints Short tours of software/web pages Short explanations of a key theory, idea or issue. Telling a story or case study Providing general feedback to the class. 	You can only remove parts of an Echo recording using Personal Capture. You can't add new parts.	Users can watch online (stream) or download and watch offline.	Easy	Echo 360 Personal Capture must be installed on your computer. It is free to UTAS staff. A webcam is useful if you want to record a talking head. A headset will improve the sound quality of voice narration. Your unit will require a MyMedia booking for the semester. Many staff use PowerPoint (did you know that you can use a highlighter tool during a PowerPoint presentation to highlight things on a slide?).	Once you have learned how to use Personal Capture, the process of creating and uploading a video is very fast.
A video you have filmed yourself + MyMedia	 Short 'talking head' videos (like weekly summaries or welcome messages) Footage that you have captured using a Smartphone or a Digital Camera, for 	Many phones, cameras and tablets feature basic editing suites that allow you to cut unwanted video. Adding new video is often difficult.	Users can watch online (stream) or download and watch offline.	Medium	Some form of smart phone, tablet, webcam (and associated software) or video camera. Watch the sound quality - many devices record audio poorly in windy environments, when subjects move away from the device and so on. Your unit will require a MyMedia booking for the semester. NOTE: We do not recommend uploading MP4s (a common video file type) directly to MyMedia. Please contact the TSBE	This depends on your level of confidence with your chosen video device, the number of takes and the amount of editing that you do. Expect uploading your file to MyMedia to take about 10 minutes.



	example, during a field trip.				Flexible Education Team for further information.	
Narrated PowerPoint converted to a video file + MyMedia	 Short explanations of a key theory, idea or issue. Telling a story or case study. 	Some staff prefer to narrate a PowerPoint, as they can replace audio for individual slides, remove slides and add slides. However, PowerPoint can misbehave in this regard from time to time!	Users can watch online (stream) or download and watch offline.	Medium	You will need PowerPoint 2010 or 2013, as these versions allow you to convert a narrated PowerPoint to a WMV (video) file. We recommend the use of a headset to improve the sound quality of voice narration. Your unit will require a MyMedia booking for the semester.	This depends on how much of a perfectionist you are! It can be tempting to record and rerecord narration for individual slides until you get them 'just right'. It will take about 20 - 50 minutes for your PowerPoint to convert to WMV so you can upload it to MyMedia.
Professionally created video + MyMedia	 High quality videos that you intend to use across several units, or several iterations of a unit. Videos incorporating a green screen (you in front of a scene in the background, like a slide). High quality screen captures (e.g. with pan and zoom effects). Role plays or skits involving actors for use in scenario or case-based learning activities. Interviews with experts/special guests. 	Professional editing may be required. The amount of editing required will depend on the nature of the video, number of actors involved and so on. Editing on this sort of video should only be required when it is produced. Production of high quality videos is not justified is edits are required down the track.	Users can watch online (stream) or download and watch offline.	Bring in the experts (e.g. TSBE Flexible Education Team)	You will need to contact the TSBE Flexible Learning Team. The resources required will depend on the nature and complexity of the proposed video.	Expect to invest significant time, which will vary depending on the complexity of the film production. This may include time to negotiate filming dates and locations, find/hire actors, arrange talent release forms, write and edit scripts, editing and so on.



	•	Recording panels or discussion groups.					
Recorded a Skype or MS Lync conversation + MyMedia	•	A good quality interview with an expert who is not able to travel to campus.	Professional editing may be required.	Users can watch online (stream) or download and watch offline.	Bring in the experts (e.g. TSBE Flexible Education Team)	Both participants will need the same software: Microsoft Lync or Skype. Ideally, both participants should have a webcam at their end. We recommend the use of a headset to improve the sound quality of both parties. YWe have professional Skype recording software in the TSBE Flexible Learning Team Offices, so you will need to base yourself in our Hobart of Launceston office for the duration of the call.	You will need to a book a time in one of the TSBE Flexible Learning Team Offices. Time may be required for editing.
A video you have filmed yourself + YouTube	•	Short 'talking head' videos (like weekly summaries or welcome messages) Footage that you have captured using a Smartphone or a Digital Camera, for example, during a field trip. Drawing attention something in MyLO-YouTube videos can be embedded in News Items, HTML Pages and Descriptions.	Many phones, cameras and tablets feature basic editing suites that allow you to cut unwanted video. Adding new video is often difficult.	YouTube is blocked in China. It is also blocked in some workplaces.	Medium	Upload to the TSBE YouTube Channel is easy. Please contact the TSBE Flexible Learning Team to obtain access details.	This depends on your level of confidence with your chosen video device, the number of takes and the amount of editing that you do. Expect uploading your file to YouTube to take less than 10 minutes.
Professionally filmed video	•	Videos that you wish to share with people outside of UTAS	Professional editing may be required. The amount of editing required will depend	YouTube is blocked in China. It is also	Bring in the experts (e.g. TSBE Flexible	Upload to the TSBE YouTube Channel is easy. Please contact the TSBE Flexible Learning Team to obtain access details	Expect to invest significant time, which will vary depending on the complexity



+	especially if you wish		blocked in Educa		of the film production. This
YouTube	to embed the video into a web page.	number of actors involved and so on. Editing on this sort	some Team workplaces.	1)	may include time to negotiate filming dates and locations,
	 High quality videos that you intend to use across several units, or several iterations of a unit. 	of video should only be required when it is produced. Production of high quality videos is not justified is edits are required down the track.			find/hire actors, arrange talent release forms, write and edit scripts, editing and so on. Upload of the finished video to YouTube should take less than
	 High quality screen captures (e.g. with pan and zoom effects). 				10 minutes.
	 Videos incorporating a green screen (you in front of a scene in the background, like a slide). 				
	 Role plays or skits involving actors for use in scenario or case-based learning activities. 				
	 Interviews with experts/special guests. 				
	 Recording panels or discussion groups. 				