

Copying Echo Captures to a different course

Stephanie Obodda - 2024-04-26 - Comments (0) - Lecture Capture

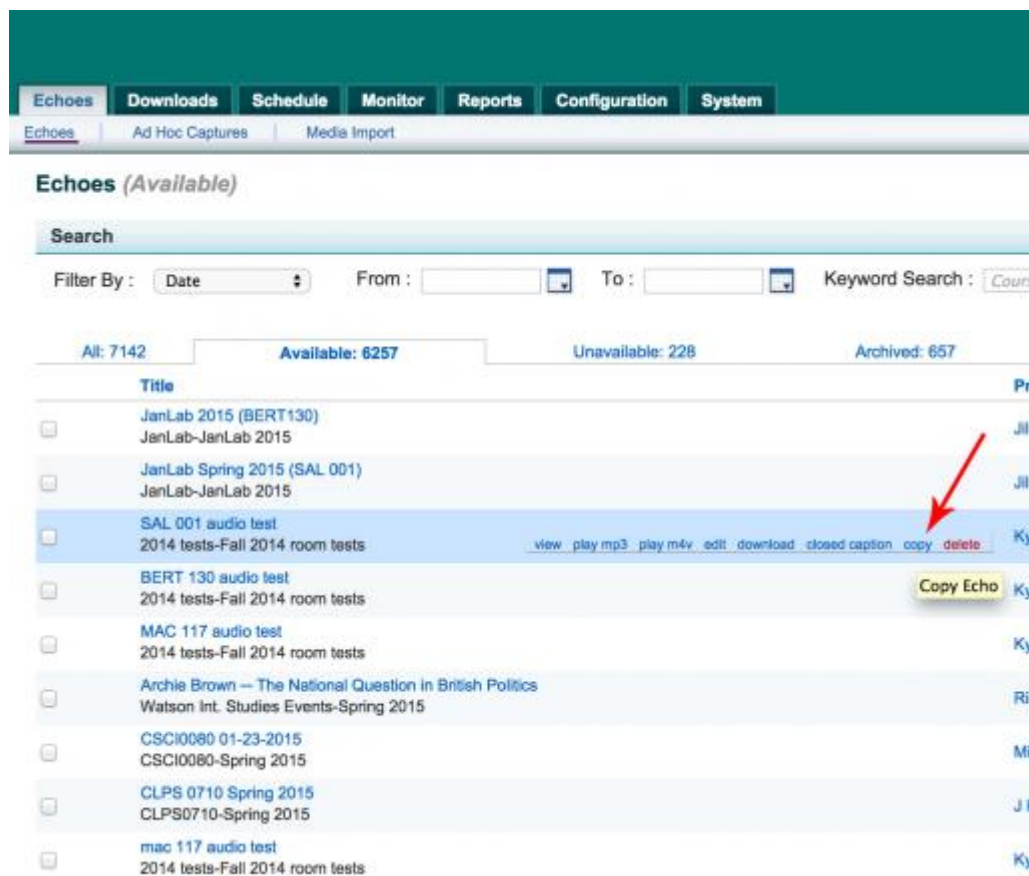
There may be times when it is needed to copy or duplicate old captures from a previous semester to include them in a current course. The instructions below will show you how to do this.

First, using your Brown credentials, log in

here: <https://mediacapture.brown.edu:8443/ess/app>

You will see a list of all Echo capture that are associated to courses you are instructor of.

Locate the echo capture you wish to duplicate and hover your mouse over it until a set of options appear:



The screenshot shows the 'Echoes (Available)' section of the media capture application. At the top, there are tabs for 'Echoes', 'Downloads', 'Schedule', 'Monitor', 'Reports', 'Configuration', and 'System'. Below these are sub-tabs for 'Echoes', 'Ad Hoc Captures', and 'Media Import'. A search bar is present with filters for 'Date', 'From', 'To', and 'Keyword Search'. A summary bar indicates 'All: 7142', 'Available: 6257', 'Unavailable: 228', and 'Archived: 657'. The main table lists various audio tests and room tests. For the selected row 'SAL 001 audio test', a red arrow points to the 'copy' link in the action column. A yellow 'Copy Echo' button is also visible next to the row.

Title	Pr
JanLab 2015 (BERT130) JanLab-JanLab 2015	Jil
JanLab Spring 2015 (SAL 001) JanLab-JanLab 2015	Jil
SAL 001 audio test 2014 tests-Fall 2014 room tests	Ky
BERT 130 audio test 2014 tests-Fall 2014 room tests	Ky
MAC 117 audio test 2014 tests-Fall 2014 room tests	Ky
Archie Brown -- The National Question in British Politics Watson Int. Studies Events-Spring 2015	Ri
CSCI0080 01-23-2015 CSCI0080-Spring 2015	Mi
CLPS 0710 Spring 2015 CLPS0710-Spring 2015	Ji
mac 117 audio test 2014 tests-Fall 2014 room tests	Ky

From these options click on **Copy**.

The next screen is where you will:

1. Update or change the title
2. Select the Term (Semester) you want to add the capture to

3. Select the course
4. Select the section (typically matches the semester)



Then click **Copy**

The capture has now been duplicated. You just need to scroll to the bottom of the screen where you have the option to Edit Media or if you do not need to make changes simply click **Reprocess Media**.



You should receive an automated email that your capture is available and it will appear in the new EchoCenter playlist.

If you have any questions or issues with the process please contact
media_production@brown.edu