

Copying Echo Captures to a different course

Stephanie Obodda - 2026-01-11 - Comments (0) - Lecture Capture

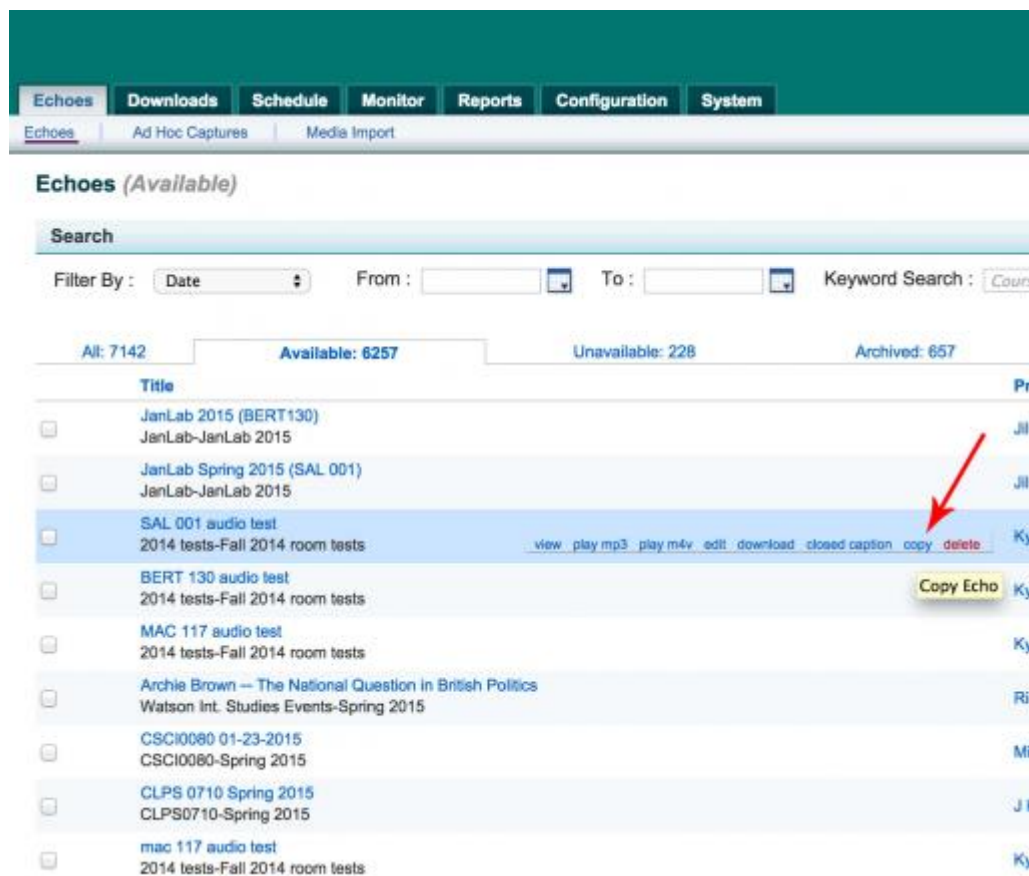
There may be times when it is needed to copy or duplicate old captures from a previous semester to include them in a current course. The instructions below will show you how to do this.

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)' interface. 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 shows 'All: 7142', 'Available: 6257', 'Unavailable: 228', and 'Archived: 657'. The main table lists various captures, including 'JanLab 2015 (BERT130)', 'JanLab Spring 2015 (SAL 001)', 'SAL 001 audio test', 'BERT 130 audio test', 'MAC 117 audio test', 'Archie Brown -- The National Question in British Politics', 'CSCI0080 01-23-2015', 'CLPS 0710 Spring 2015', and 'mac 117 audio test'. Each row has a checkbox on the left and a set of actions on the right. A red arrow points to the 'copy' button in the actions column for the 'SAL 001 audio test' row. A yellow 'Copy Echo' button is also visible next to the 'BERT 130 audio test' row.

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