These are the instructions for quickly getting started in Tegrity.

If you have any difficulties please contact me.

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Go to: http://geoset.tegrity.com

Use your login details to access the Tegrity portal
Click on: **Record a Class**

If you need to install anything on your computer, you will be prompted to do so at this stage. If not, continue.

From the dropdown box, select **GEOSET Recordings**.

Write the title of your presentation below. In this demo I will call mine **Secret Science**.

Click on the **Settings** tab
Select your **audio source**: (default audio device) will be the default setting on your computer.

Select your **video settings**: This can be the webcam of your laptop or an external camera connected to your computer via USB, Firewire, capture card........

Select the **camera usage**: Instructor Camera

Click on:  

![Image of the program interface]

Make sure you tick the box for **Instructor Video**

Set the audio level and when you are ready, click on **Record a Class**
A box will pop up telling you about the controls. Click on OK and the recording will begin.

Tegrity will now record the screen output, so just start your PowerPoint presentation as normal.

When you have finished the recording, Tegrity will ask you if you want to upload the presentation. Accept this. Remember, you can edit the presentation later.

After the presentation has uploaded you can click on GEOSET Recordings on the GEOSET Tegrity page, and your presentation should be visible.
To make a URL for your presentation, tick the box to select your presentation...

...and at the bottom left corner of the screen, select Actions

From the drop down box, select: Get Class Link
You can now copy and paste the generated URL. Unselect the box to make the presentation viewable to everyone. This also generates HTML code to embed the presentation in your website.

If you need to do basic editing, click on the Actions drop down box and select Edit.