



HOW TO USE THE TECHSMITH RELAY PORTABLE RECORDER

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The TechSmith Relay portable recorder allows you to run the TechSmith Relay software and save presentations to a mobile storage device.

You can run the TechSmith Relay portable recorder from a mobile storage device if there is any reason you cannot (or do not want to) record and upload directly from the presentation computer.

Examples of When to Use the Portable Recorder:

- You need to record on a computer where you do not have permission to install applications.
- You need to record on a computer that has limited or no network access.
- You want to record several presentations and upload them collectively at a later time.

How to Install and Run the Portable Recorder

1. Plug in a mobile storage device (such as a USB flash drive) and format the device as FAT32.
2. Go to <http://camtasia.usouthal.edu/relay> to download the portable TechSmith Relay recorder. Please see the ***How to Access TechSmith Relay at USA*** how-to guide for details.
3. Click *Download Portable Recorder* and save the PortableTechSmithRelay.zip file to your computer.
4. Locate and extract the saved .zip file.
5. Copy all files from the .zip file onto the mobile storage device. All files from the .zip folder need to be copied to the root of the device.
6. Run RelayRecorder.exe file (for Windows platform).



Figure 1. *Portable TechSmith Relay recorder.*

7. Log In screen is prompted. Type your username and password (the first part of your JagMail address, e.g. joesmith, and your JagMail password) and click the *Log In* button.

The portable TechSmith Relay program interface is shown. The interface is similar to the regular installation version with two main differences. First, the bottom left corner of the interface alerts you to how much space is available on your external storage device. Second, the program allows you to view and load presentations previously saved in your external device.

8. Click *Rec* button when you are ready to record the presentation. (Please see *the How to Capture Live Activities on the Computer Screen Using TechSmith Relay* how-to guide).

Note: You will need at least 100 MB on your external device in order to record a presentation.

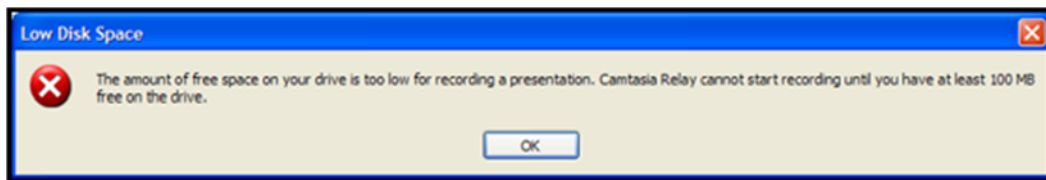


Figure 2. *A warning message if there is not enough free space on the external device.*

9. Use your hot keys to stop recording or click the *TechSmith Relay recorder* icon located on the task bar and select *Stop*. (Please see the *How to Capture Live Activities on the Computer Screen Using TechSmith Relay* how-to guide for more details.)

The TechSmith Relay Review screen is shown. If you need to trim your presentation, please see *How to Use Trimming Option in TechSmith Relay* how-to guide.

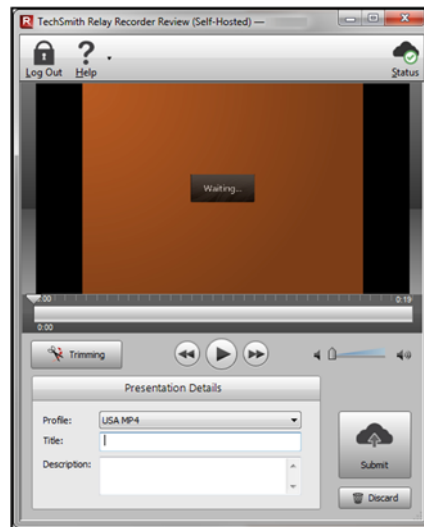


Figure 3. *TechSmith Relay Review.*

10. Select a profile, type your presentation title and description.
11. Click *Done*. You can choose either to submit your presentation to the TechSmith Relay server or save it to the external storage device.

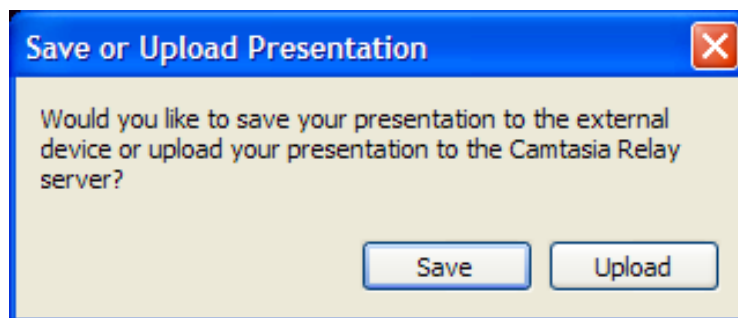


Figure 4. *Save or Upload Presentation.*

12. To locate the saved presentation on your external storage device, go to the Recordings folder. The final presentation is in .AVI format.

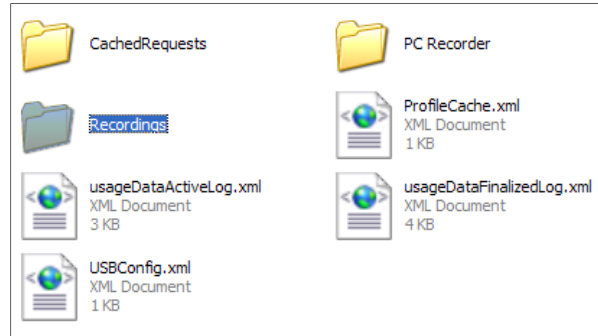


Figure 5. Locate the saved presentation on the external storage device.

Locate Saved Presentation Captured by the Install Version of TechSmith Relay

To locate the saved presentation on your local machine when running the install version of TechSmith Relay, go to the following directory:

`C:\users\USERNAME\AppData\Local\TechSmith\TechSmith Relay\ Recordings*.avi`

*** For further assistance, contact the Innovation in Learning Center at (251)461-1888 or visit <http://usailc.org>**