

Making a slidecast

Miles Berry, March 2020

Prepare your slides as you normally would, remembering that it's best to use the slides to illustrate the points you want to make; it's hard for your viewer to read text on the slides whilst listening to you talk, so a small amount of text, images, charts and diagrams are usually more effective than lengthy texts.

You might like to make use of the speaker notes facility in PowerPoint or even have a script or list of outline points to work from.

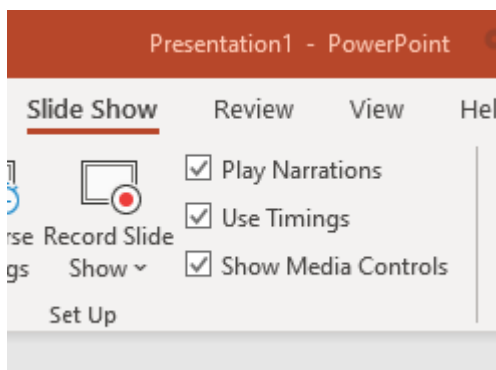
There are different approaches depending on whether you're working on Windows or on a Mac. Our experience has been that the Windows approach below doesn't work reliably on the Mac, so if you're using a Mac skip down to the second set of instructions.

PowerPoint 365 on Windows 10

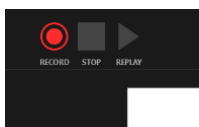
Movie export is supported in older versions of PowerPoint and Windows, using much the same method as below, although what you see on screen may look a little different.

Once your slides are ready, head over to the Slide Show tab on the ribbon at the top of PowerPoint's screen. Make sure the tick boxes for Play Narrations and Use Timings are set. Click Record Slide Show.

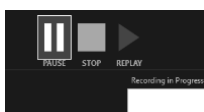
It's usually best to put up with small mistakes when speaking, as you would normally, but if you need to start again, you can. Experience suggests that editing narration on individual slides is unreliable, and so not something we'd recommend.



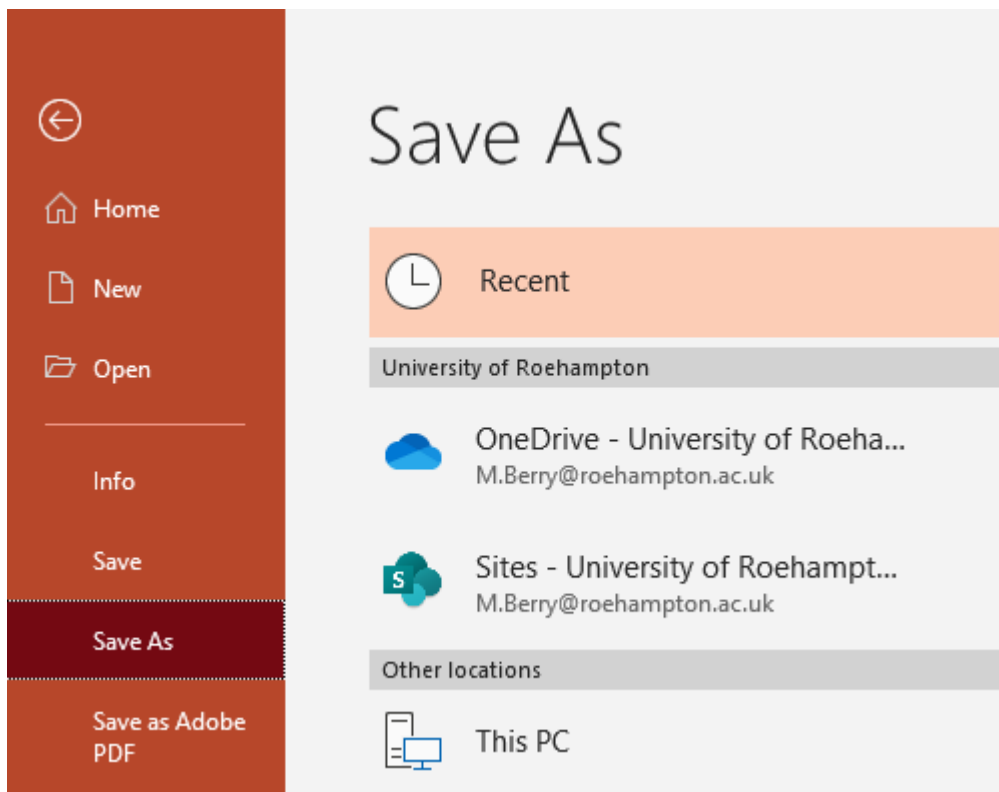
When you're ready to start recording, click the red, record button on the next screen.



You can pause the recording if you need to. When you're done, click the stop button.



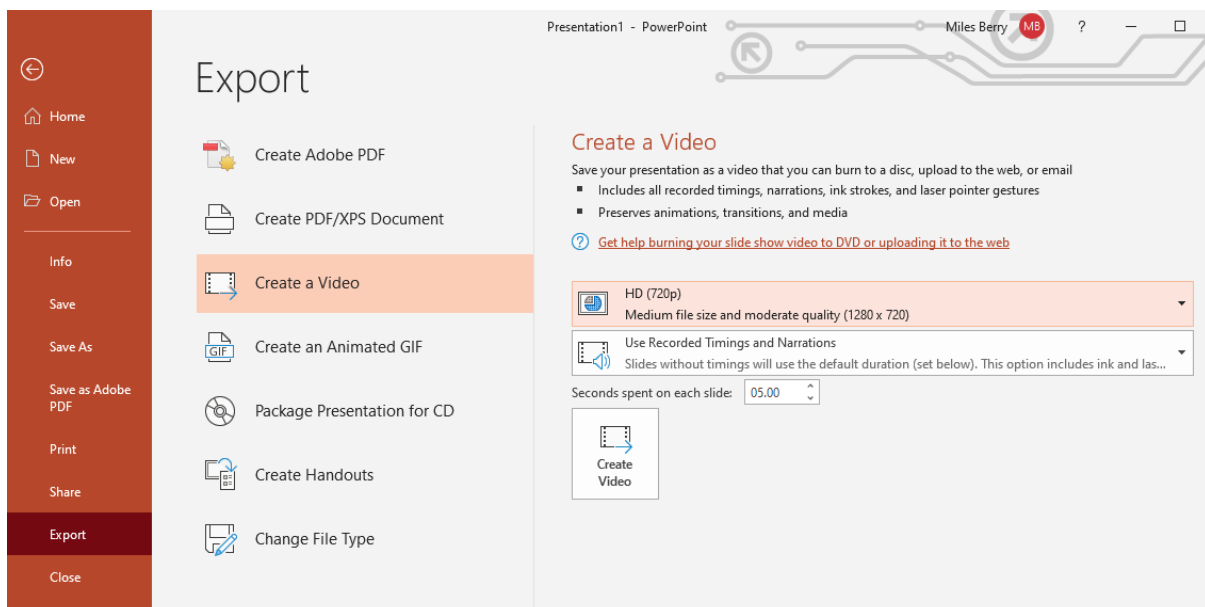
Before you go further, save the PowerPoint (Ctrl-S, or via the file menu), so that you've a copy with your narration. Make sure you know where the file is.



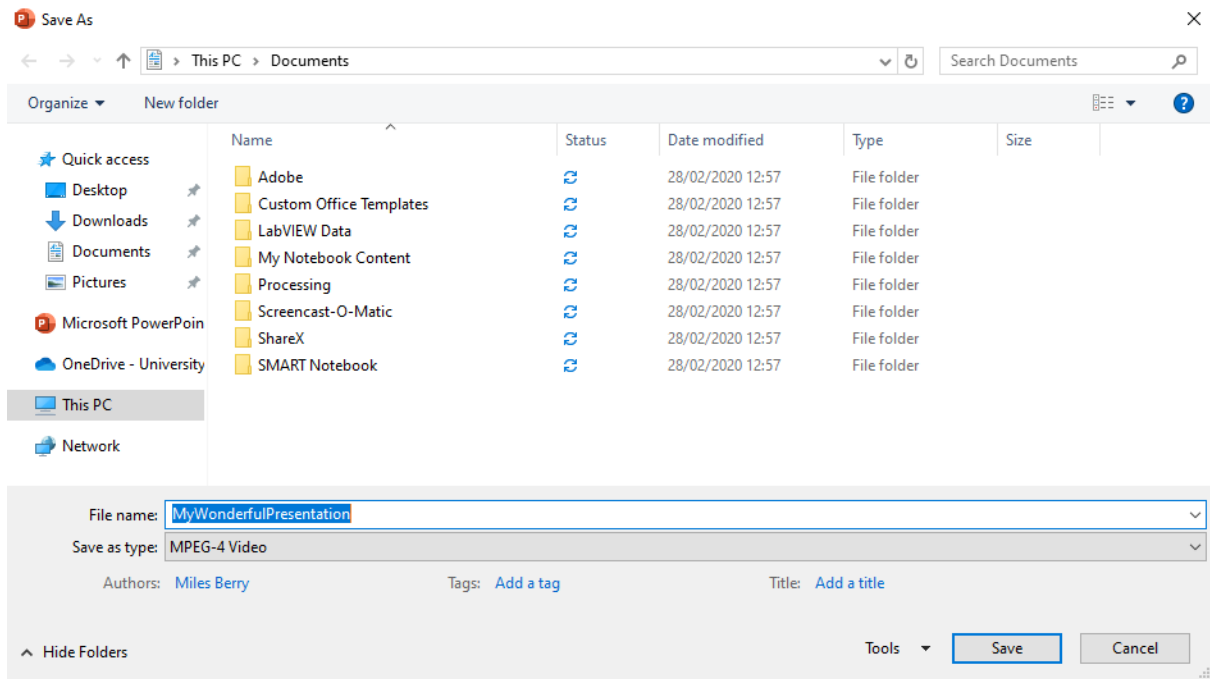
You're not finished yet though as you now need to export this as a video file.

Use the File menu again, but this time choose Export, then choose Create a Video.

I'd recommend using the HD 720p format, and make sure you've the Use Recorded Timings and Narration option selected. Then click Create Video.



Next, pick a location to save your exported video. I tend to clutter up my desktop with these, but you'll have your own preferences.

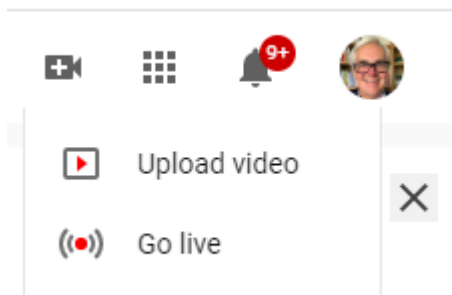


Check the Save as type is set to MPEG-4.

Wait patiently. Maybe a coffee? There's a status bar at the bottom of the PowerPoint window which shows how far it's got. Once it's done, use Windows Explorer to find the new movie file. Double click it so you can just check everything is fine before you upload to YouTube.

Go to youtube.com and log in with a YouTube or Google (e.g. Gmail) account.

At the top right of YouTube's page, click on the camera with a plus icon, and choose Upload Video.



Drag the file across from Windows Explorer to the upload dialogue window,

Upload video

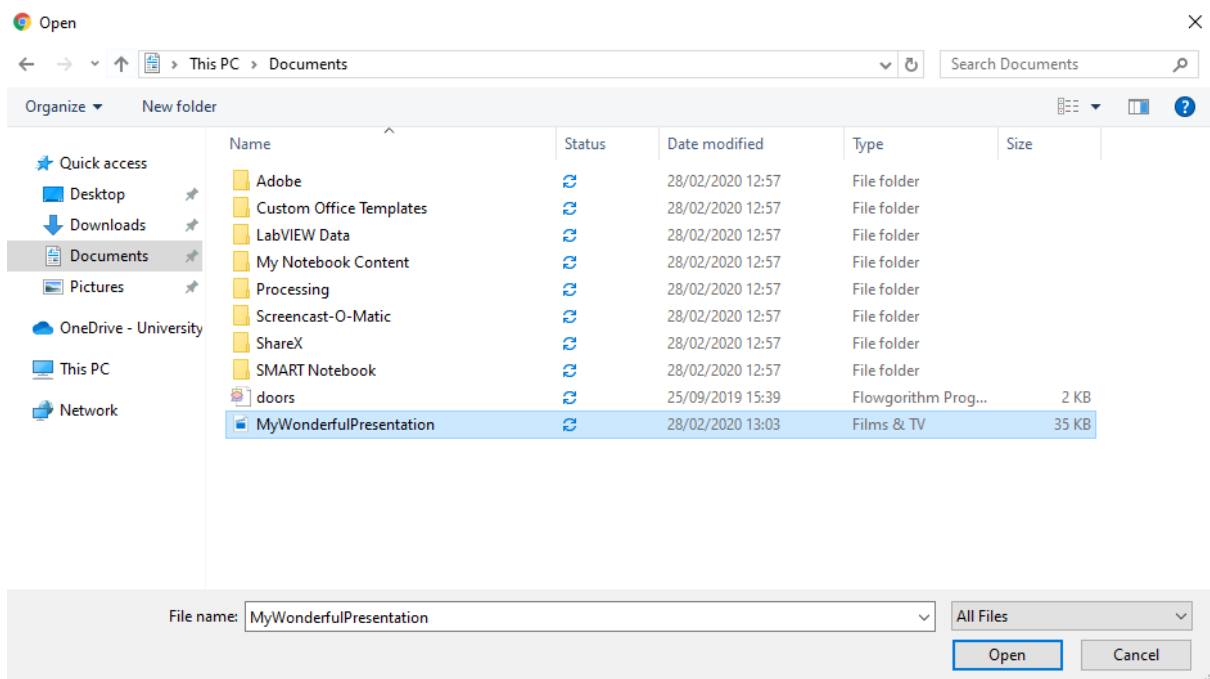
UPLOAD WITH CLASSIC X



Drag and drop a file you want to upload
Your video will be private until you publish it

SELECT FILE

or use the Select File button and find it on your computer, then choose Open.



Whilst the video uploads there are a few settings to confirm.

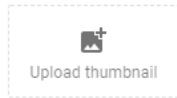
Choose 'it's not made for kids', but you shouldn't need to use the age restriction option.

Upload video

Saved as draft



- 1 Details — 2 Video elements — 3 Visibility



Playlists

Add your video to one or more playlists. Playlists can help viewers discover your content faster. [Learn more](#)

Playlists
Select

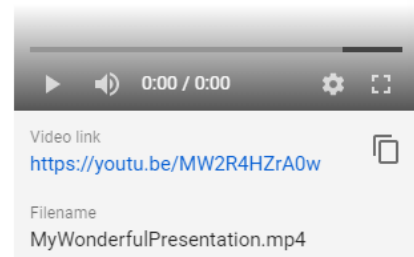
Audience

Is this video made for kids? (required)

Regardless of your location, you're legally required to comply with the Children's Online Privacy Protection Act (COPPA) and/or other laws. You're required to tell us whether your videos are made for kids. [What's content made for kids?](#)

- Yes, it's made for kids
 No, it's not made for kids

Age restriction (advanced)



On the next dialogue box, confirm it's set to save or publish., but choose Unlisted, which means it won't show up in search results or on your profile, and can only be found using the URL given. Don't choose Private as this requires a list of email addresses for anyone who can watch it.

Upload video

Saved as draft



- ✓ Details — 2 Video elements — 3 Visibility

Visibility

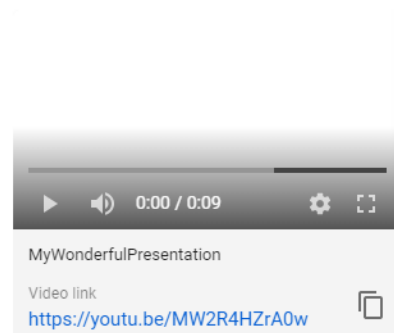
Choose when to publish and who can see your video

Save or publish
Make your video public, unlisted, or private

Public
Everyone can see your video
 Set as instant Premiere ?

Unlisted
Anyone with the video link can see your video

Private
Only you and people you choose can see your video



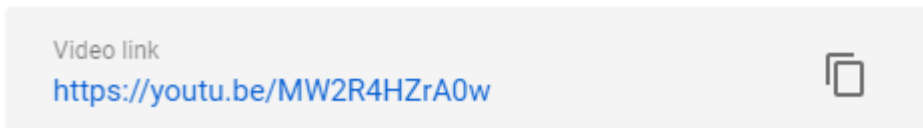
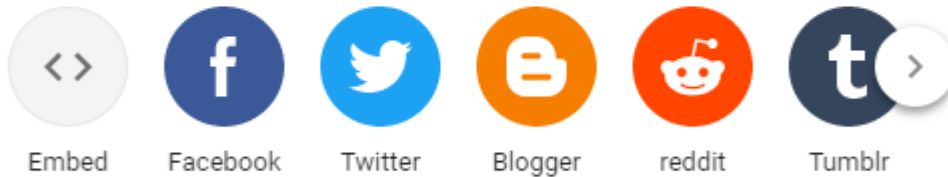
Once the video has finished processing, you should copy the Video Link URL displayed by YouTube and include that in your submitted assignment.

You can click on the link yourself to check that everything is as it should be.

Video published



Share a link

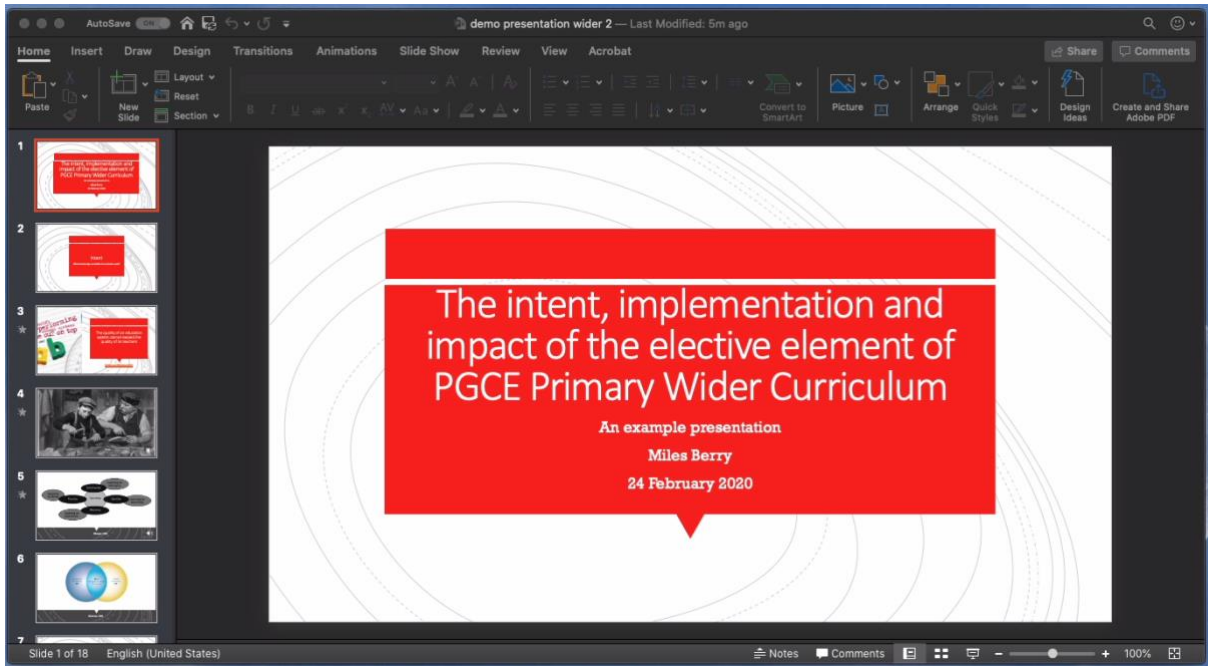


CLOSE

Any presentation software on a Mac (Mojave or Catalina)

On a Mac, it's much better to use a separate application to record what happens on screen with your narration. This means you can use any presentation software, including PowerPoint, Keynote and Google Slides. The method is the same.

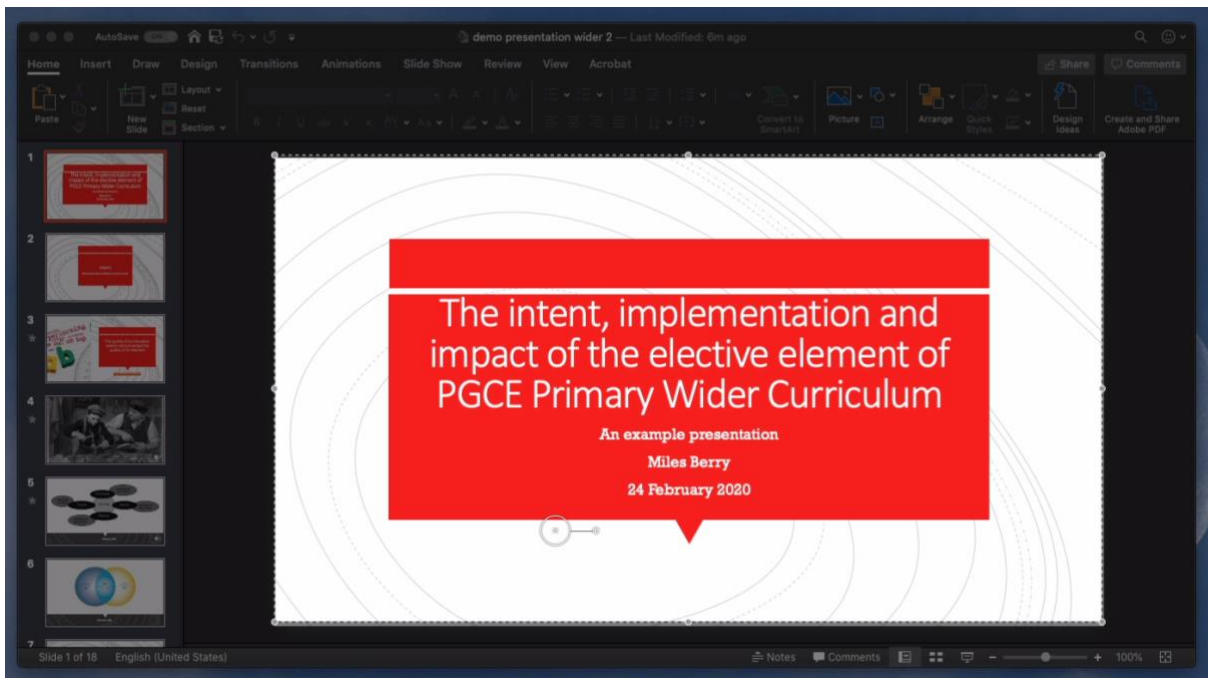
Open your presentation, and make sure you're fully rehearsed and ready to go.



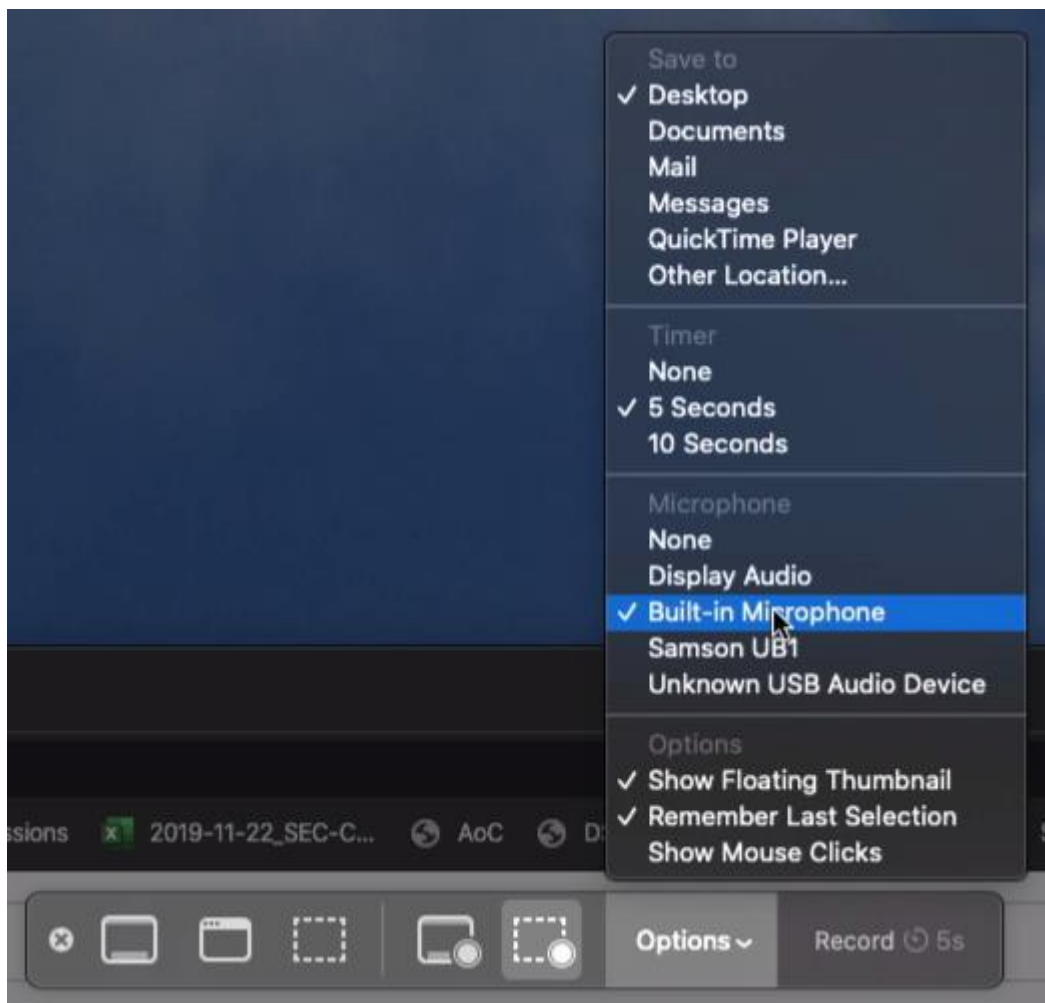
On the current and previous versions of OS X, do Cmd-Shift 5 to bring up the screen recording overlay. Choose the fifth option, highlighted below.



Now drag the four corners of the overlay frame to the corners of your slides - we won't need to see the rest of the screen.

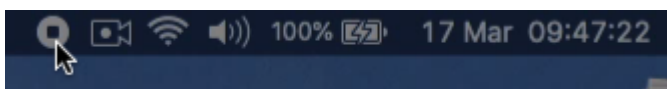


Review the options on the screen recorder overlay, making sure you've a microphone selected. I find it helpful to have the five second countdown before it starts recording. Make sure you know where the video will be saved.

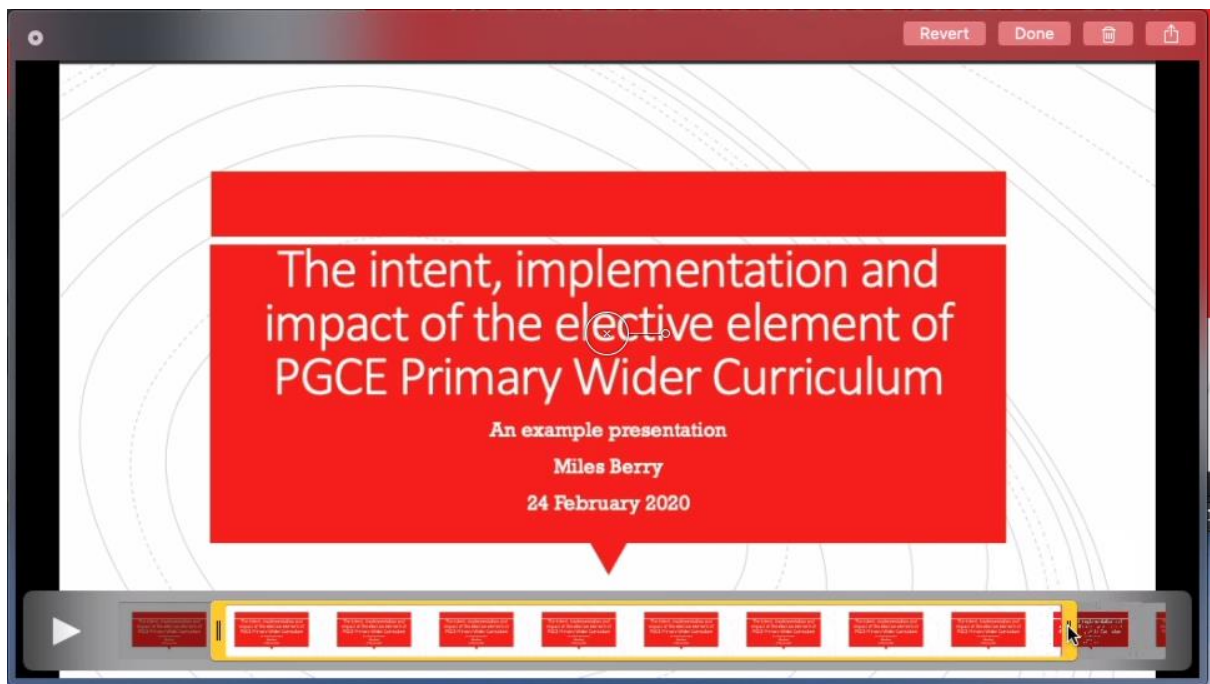


Present normally, but from the slide view rather than in presentation mode. You can use the slide list on the left hand side of PowerPoint (or equivalent) to move between slides. I find it helpful to know what's coming next. You can also see presenter notes whilst you're presenting.

When you've finished, click the stop button in the system tray at the top right of your screen.

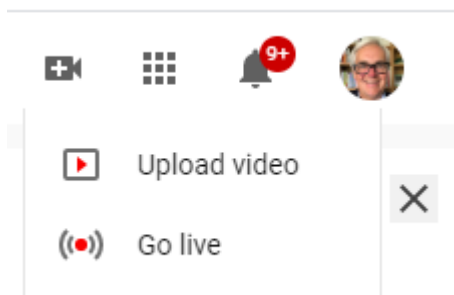


Your video will briefly appear at the bottom right of the screen. If you click on it now (or later, when it's saved), you can trim the start and end if you want to. You can also open this video in iMovie to make more edits if you want to.

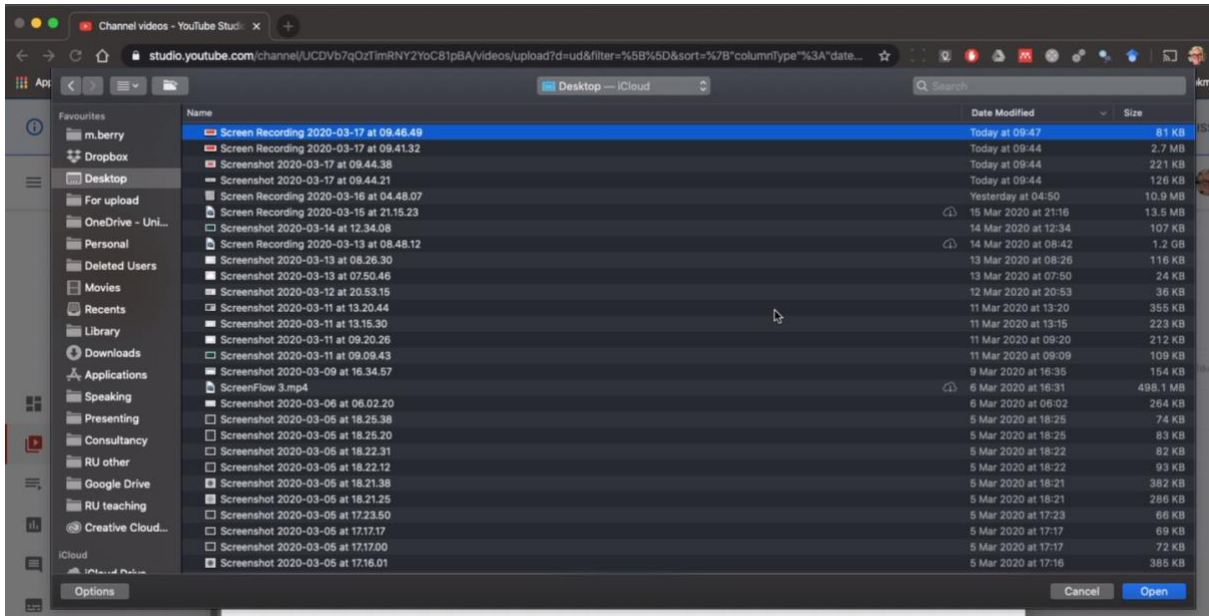


Go to youtube.com and log in with a YouTube or Google (e.g. GMail) account.

At the top right of YouTube's page, click on the camera with a plus icon, and choose Upload Video.

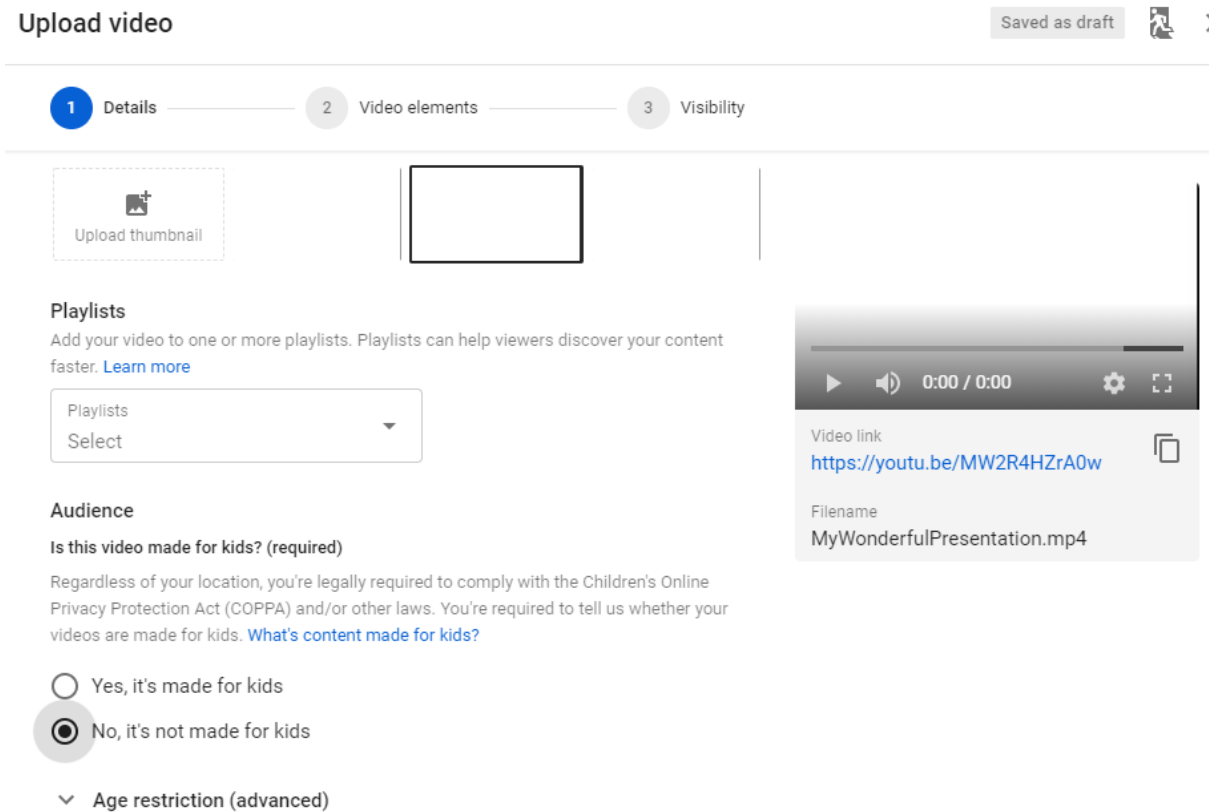


Drag the file across from the desktop (if that's where you saved it) or the Finder to the upload dialogue window, or use the Select File button and find it on your computer, then choose Open.





Whilst the video uploads there are a few settings to confirm.

Choose 'it's not made for kids', but you shouldn't need to use the age restriction option.



On the next dialogue box, confirm it's set to save or publish., but choose Unlisted, which means it won't show up in search results or on your profile, and can only be found using the

URL given. Don't choose Private as this requires a list of email addresses for anyone who can watch it.

Upload video Saved as draft  


✓ Details 2 Video elements 3 **Visibility**

Visibility

Choose when to publish and who can see your video

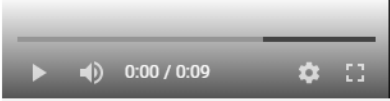
Save or publish
Make your video public, unlisted, or private

Public
Everyone can see your video


Set as instant Premiere 

Unlisted
Anyone with the video link can see your video

Private
Only you and people you choose can see your video



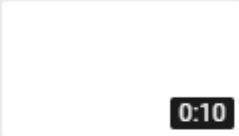
MyWonderfulPresentation

Video link
<https://youtu.be/MW2R4HZrA0w> 

Once the video has finished processing, you should copy the Video Link URL displayed by YouTube and include that in your submitted assignment.

You can click on the link yourself to check that everything is as it should be.


Video published ✕




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Uploaded Feb 28, 2020

0:10


Share a link




Embed




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Twitter




Blogger



reddit



Tumblr

Video link
<https://youtu.be/MW2R4HZrA0w> 

CLOSE

Any presentation software on a Mac (High Sierra and previous versions)

For older versions of OS X, work as above for Mojave/Catalina but you'll use Quick Time Player rather than the new screen recorder overlay.

Have your slides ready to show. Open QuickTime Player. Do File > New Screen Recording.



Configure the microphone on the next dialogue. When you click the red record button, drag from the top left to the bottom right of your slide window. When you release the mouse, the recording starts. You stop the recording use the button in the system tray.

Once you've saved the video, you upload it to YouTube as above.

Alas, I can't illustrate these steps as I'm using Catalina on my Mac.

From a Chromebook

Options here are very limited, but Screencastify (<https://www.screencastify.com/>) seems to work well. If you use the discount coupon CAST_COVID this seems to provide free access to the premium version until the end of April. Screencastify also works in the Chrome browser on Windows and OS X.