

AutoSkype Documentation

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For TafeSA

What is AutoSkype?

AutoSkype is an application designed to automate the initiation and recording of meetings in Skype for Business. Once installed it runs on start-up and will initiate recording without any prompt from the user. It simply requires an install and the use of a setup utility provided.

How do I Install?

Simply execute AutoSkype Installer and the installation of files will begin. At the end of the installation, a setup utility will appear where the user can set up directories and other fields.

Using AutoSkype Setup Utility

Upon first execution, the setup utility will ask if the user wants to create an initial config. If you wish to continue with the execution of this program, do so. It will be created under an AutoSkype directory in the user's application data.

First, indicate where on the network the main config file is to be found. If none is present, one will be created when Save Initial Config is pressed.

There are two configuration files, an initialization config and a shared config. The first field gives the location to the shared config. If one is not present, one will be created on save. If one is present then details for remaining fields will be loaded into AutoSkype. This was done as the user may want to place a shared config on a network drive and minimise setup time.

Each user has an individual space for recordings of Skype For Business meetings. It is usually found under the Videos folder. Enter a directory in the relevant field. Using the browse option will assist in finding this directory.

Once the main config file is created, a meeting URL must be entered so AutoSkype knows what meeting to open on Windows start-up.

A field for lecturer name is available. At present, this field is not linked to any functionality but may in future. Feel free to use.

At the completion of recording, AutoSkype will copy the latest file from the recording directory to a final file location. You can enter this location in the last field of the setup utility.

Using AutoSkype

AutoSkype will execute on Windows start up. If the user has not used Skype For Business before on this computer, user details may be entered. It is recommended that the user details are

remembered in Skype For Business to make future sessions quicker. It would be a good idea to do this before program installation.

Once logged in, AutoSkype will set up a meeting. Recording will begin without user prompt in about eight seconds. To stop recording, press the Scroll Lock key.

When recording ceases, a prompt will appear asking for the user to wait before the final recording is copied to the final location. Due to the way Skype For Business functions, some time is required before the recording becomes available and is saved. When Skype For Business indicates the file has been successfully saved, click on the prompt and the file will be copied to the final directory.

NOTE: If the user does not want to wait for the file to appear, it is recommended that the recording save directory is altered in Skype For Business itself.

Contact

If you have any issues with this program or have any work you'd like me to do, I can be contacted at mpalmer_work@internode.on.net. Thank you.