

# SWITCHcast User Manual

## Recorder

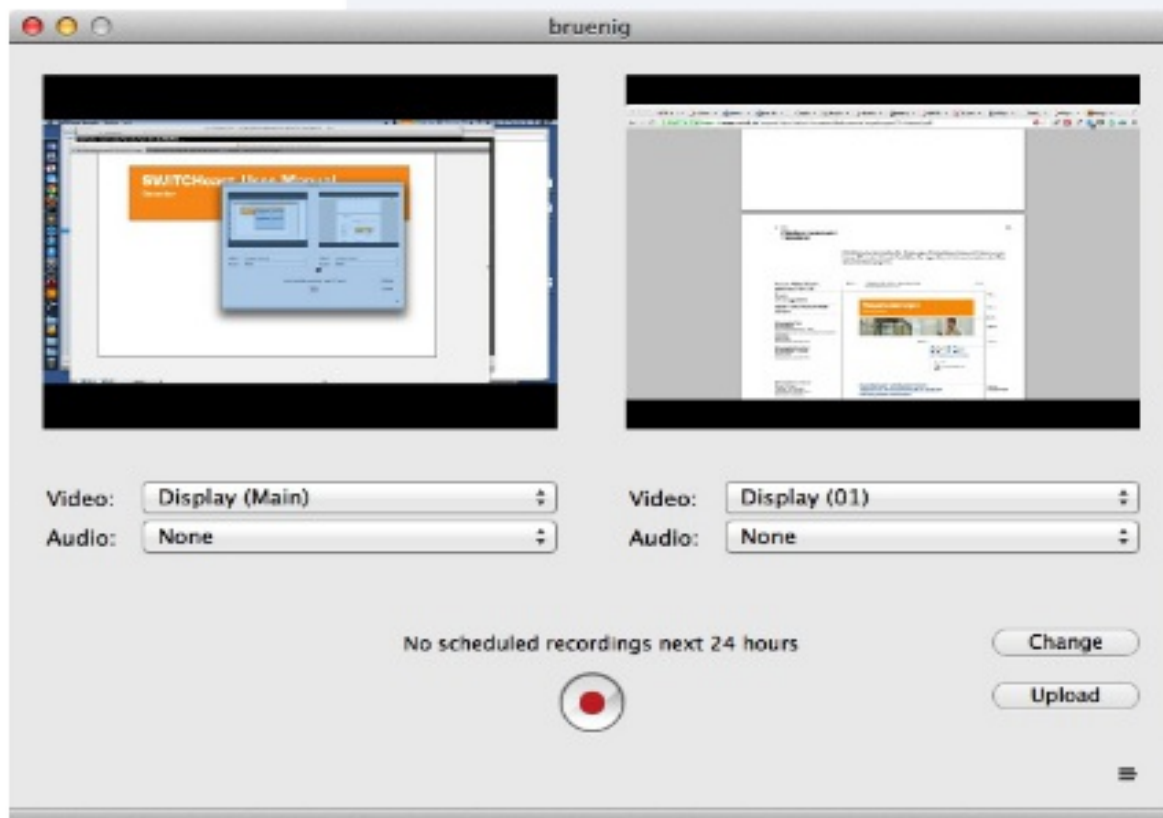
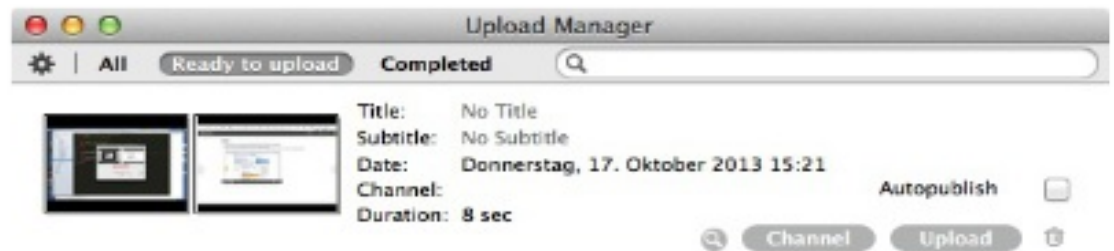


Table of Content

# SWITCHcast Recorder - User Manual

[Installation](#)

[Recorder Interface](#)

[Settings Drawer](#)

[Upload Manager](#)

[Preferences Panel](#)

[Single Recording](#)

[Periodical Recording](#)

## Guide

[Table of Contents](#)

[Begin Reading](#)

# Installation

Download the current version of the SWITCHcast Recorder from [our homepage](#)  
Click on the just downloaded file to start the installation dialog  
[THIS WILL CHANGE SUBSTANTIALY WITH THE NEW RECORDERS5, SO WE WILL LEAVE IT AS AN EXERCISE TO THE USER FOR THE MOMENT]

# Recorder Interface



The recorder interface is made up of several blocks:

## ① Preview Windows

Two windows showing the currently recorded content of the left and right video input source

## Input Sources

Some of these elements exist twice, one each for the first and second input source.

## ② Video Source Selector

Dropdown list showing all available video input sources (Default: None)

## ③ Audio Source Selector

Dropdown list showing all available audio input sources (Default: None)

## ④ Audio Volume Controller

Slider for adjusting the volume of the recording (Only visible if an audio source has been selected)

## ⑤ Audio Level Indicator

Indicator of the current volume level (Only visible if an audio source has been selected)

## ⑥ Mute Button

Button to silence the audio input source

# Action Triggers

## ⑦ Record Button

Button to start the recording of a clip

## ⑧ Change Button

Button to open the settings drawer on the left

## ⑨ Upload Button

Button to start the manual upload of videos via the Upload Manager window

## ⑩ Log Stack

Link to open the Log Panel

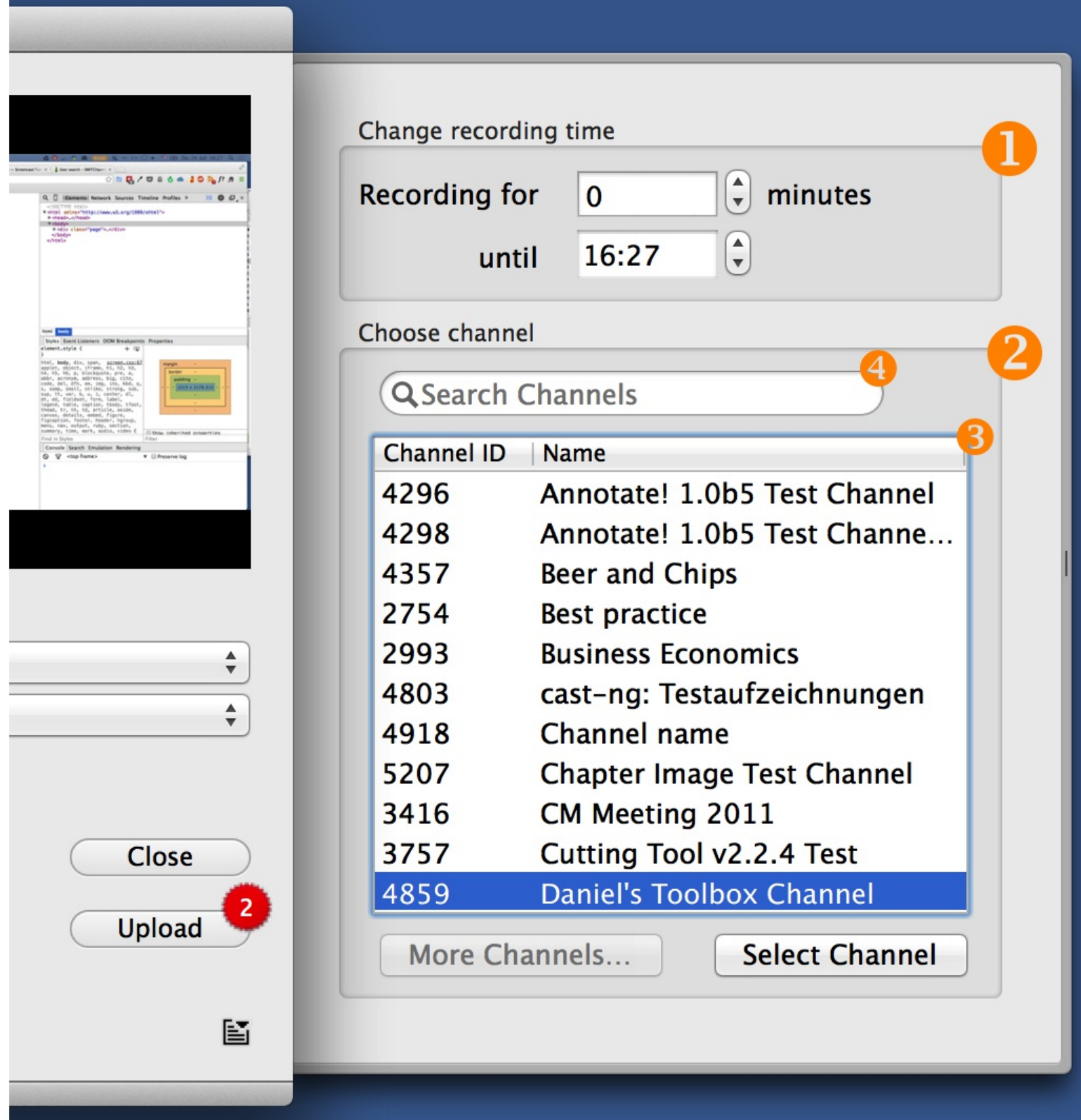
## ⑫ Upload Manager

## ⑬ Preferences

# Settings Drawer

In the setting drawer you can configure and define the values of the current recording.

The drawer can be opened by clicking on the 'Change' button in the recorder interface.



The drawer is divided into two parts.

## ① Setting recording time

You can define the duration of a recording before and even during a recording.



In the upper field, you can enter a value defining the complete duration of the recording. Please note that this value is in minutes.

Caution: If adjusting the duration during a recording, the minutes specified do not represent the complete recording. Instead they represent the remaining time of recording.

## ② Choosing upload channel

In the channel list ③, you choose in which channel you want your clip to be added.

If you have many channels, you can search within them using the search field ④.

If you see no channels listed or you are missing one, you can click on the "More Channels..." button. A popup window will open and ask you to sign in using SWITCHaai. Once you have successfully logged in, you will see the channel list getting populated with your channels.

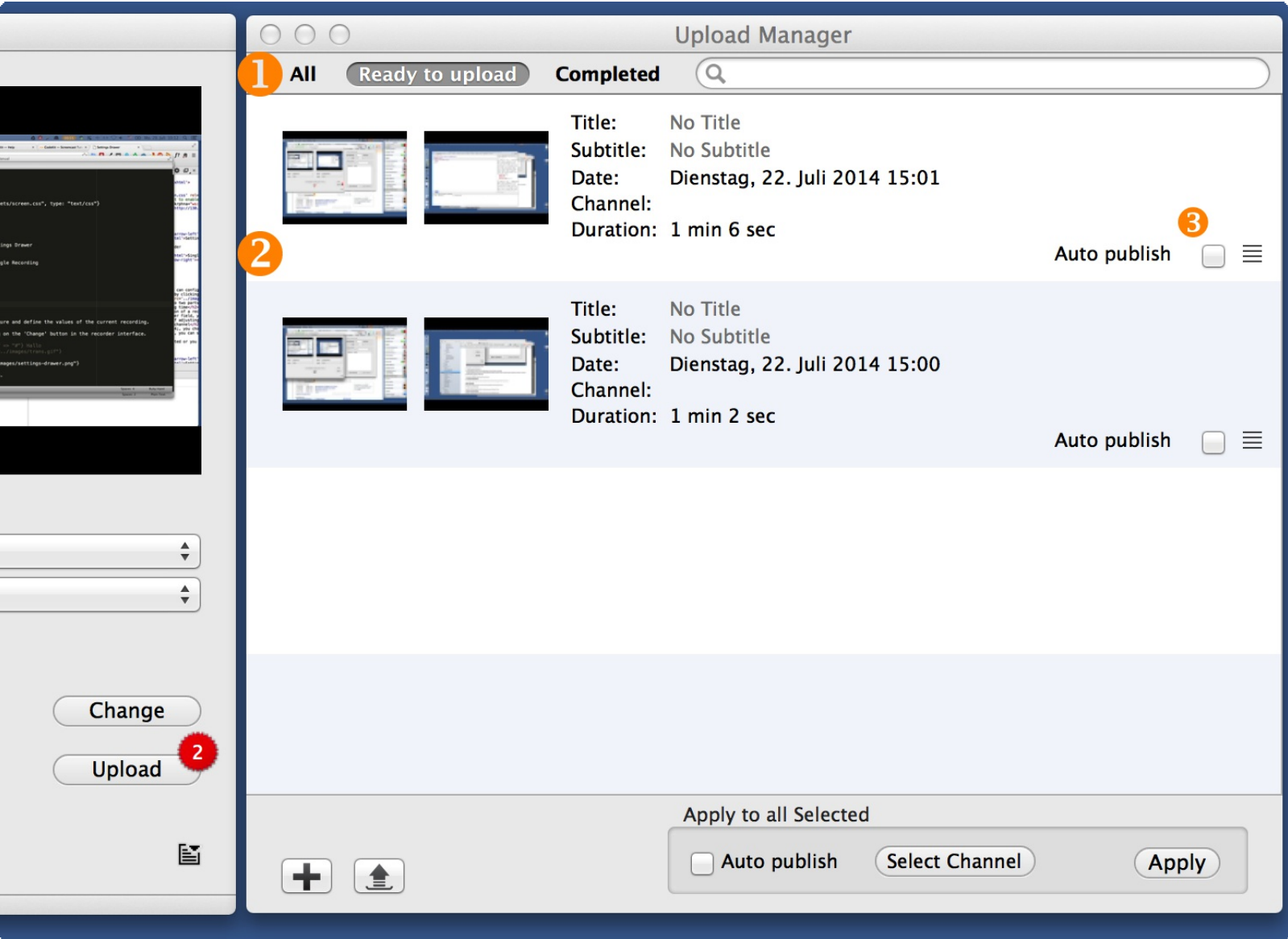
☐ [Recorder Interface](#) Settings of SWITCHcast Recorder

[Upload Manager](#) ☐

# Upload Manager

In the upload manager you can - the name says it all - manage and upload your completed recordings.

The upload manager can be opened by clicking on the 'Upload' button in the recorder interface. If you have recordings waiting to be uploaded, this button will have a red badge telling the number of pending recordings.



## Components of the Upload Manager

## ① Filter and Search Bar

This bar allows you to search for specific recordings. By clicking on the texts on the left, you can filter your recording by status:

**All:** Show all recordings

**Ready to upload:** Show only recordings that are not yet uploaded

**Completed:** Show only recordings that have been successfully uploaded

## ② Recording List

In the recording list, you find all the recordings that fulfill the conditions defined by the filter and/or the search term above.

## ③ Per-Channel Options

Give the recording a title and subtitle

**Auto publish** Automatically publish the recording once uploaded. If this option is enabled, there's no need to manually cut and publish the recording.

More options can be found behind the Hamburger menu

- **Upload Recording:** Send the recording to the SWITCHcast server for subsequent cutting and editing
- **Change AAI Owner of Recording:** You will be asked to authenticate yourself with AAI. Once you have done so successfully, your future actions will be done using these credentials.
- **Delete Recording:** Pretty self-explanatory, I reckon
- **Reveal Recording in Finder:** Will open a Finder window that shows the actual file of the recording. This can be handy for: General trouble shooting, Manual upload of recording, Use of original recording outside of SWITCHcast

## ④ General Options

**Import Video** Allows you to manually add videos from your locale file system. This way you can ingest external videos into the SWITCHcast workflow.

**Upload all Videos** This button sends all recordings that have not yet been uploaded to the SWITCHcast server.

## ⑤ Bulk Options

These options will be applied to all selected recordings. You can select recordings by left-clicking on them while pressing the cmd-key.

**Auto Publish** Enable auto publishing, for explanation see above

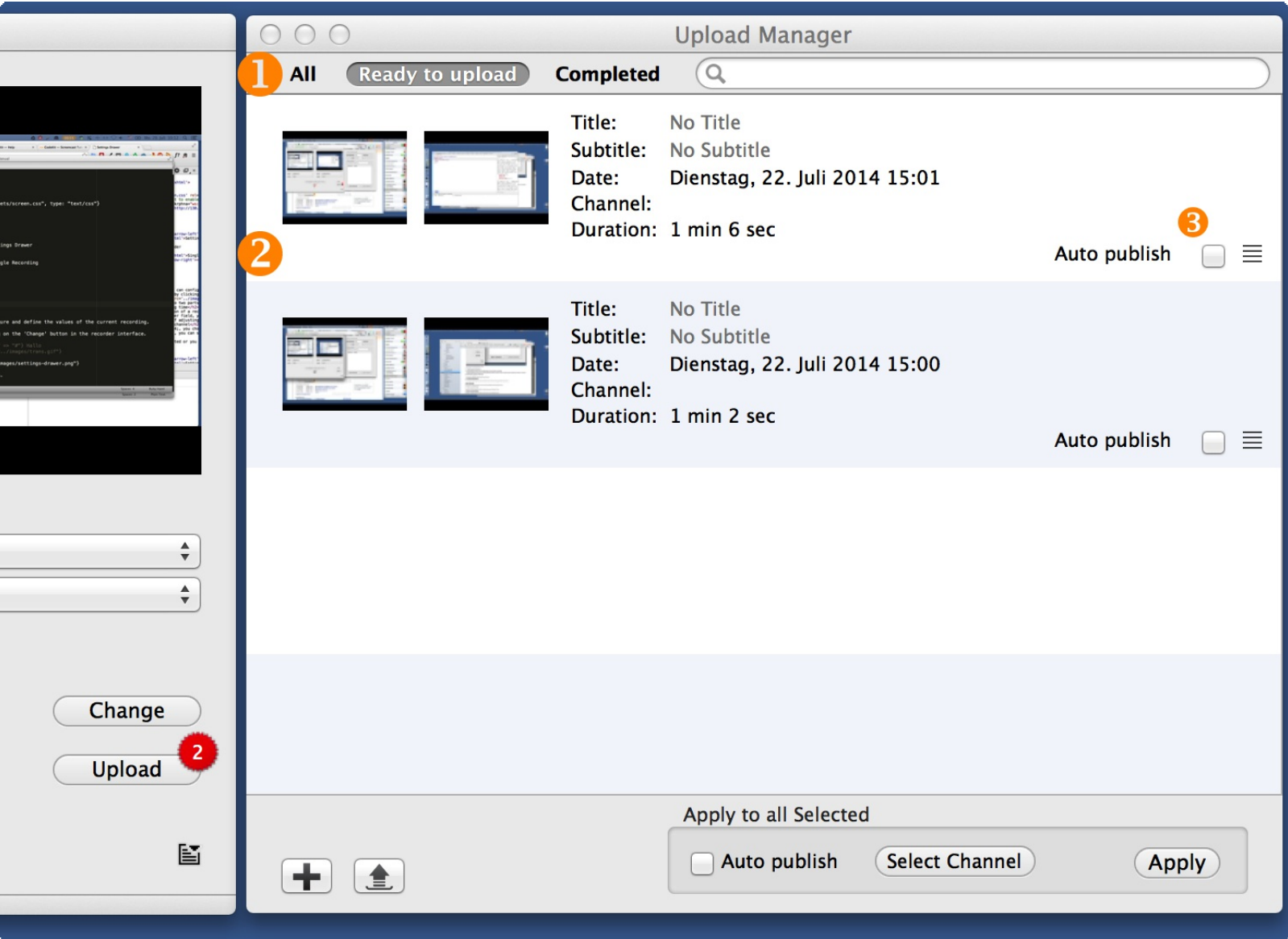
**Select Channel** Clicking on this button opens the channel list. This allows you to move recordings to another channel than the one chosen before starting the recording.

**Apply** Your bulk action will only be executed once you have clicked on this button

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☐ [Settings Drawer](#) Preferences of SWITCHcast Recorder [Single Recording](#) ☐

# Single Recordings

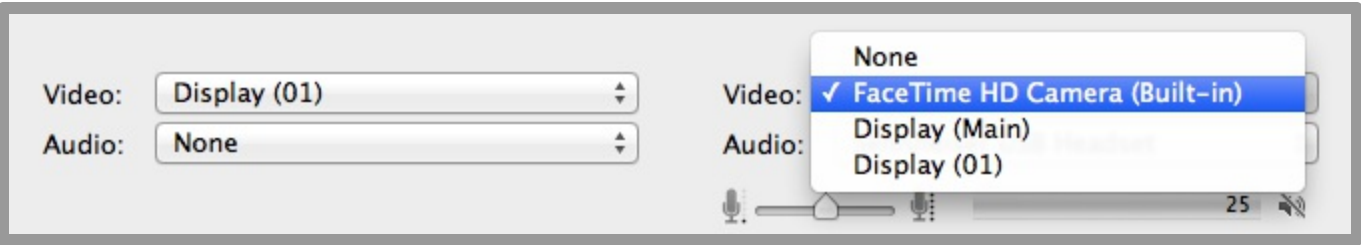
## Prerequisites

The SWITCHcast Recorder is [installed on your computer](#)  
All input sources are connected to your computer

## Hey! Ho! Let's go



Open the SWITCHcast Recorder by clicking on the icon in your dock.



Choose the appropriate video and audio input sources.

Click on the 'Record' button to start the recording

Click on the 'Start' button to begin with the recording

Supervise the recording

Once the recorded event has finished, click on the 'Stop' button

Click on the 'Yes' button of the popup window to confirm the end of recording





# Automatic, periodic Recordings

## Prerequisites

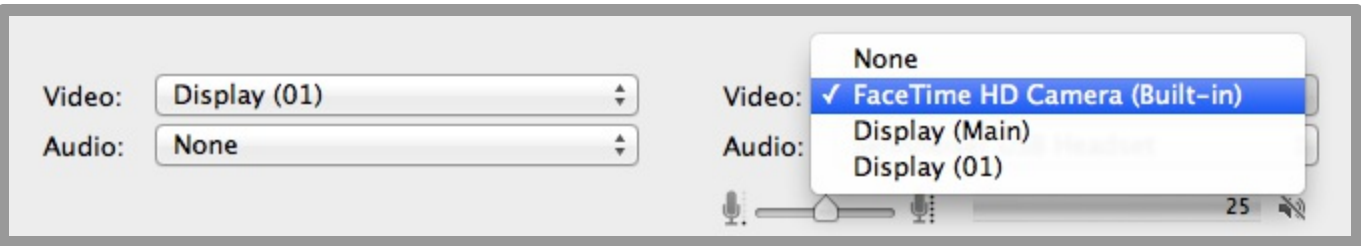
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