Mediasite: How it works and what you need to do

Before the lecture
Is your lecture going to be recorded?
Check if your lecture is scheduled in an equipped room by checking the Mediasite website

During the lecture
Has the recording started
Your lecturer should let you know if a recording is taking place

Is the red light on?
You will notice a red recording light on the lectern if recording is taking place

Recording starts automatically
Continuous red light

Recording ends automatically
55 min after lecture start red light is off

Recording uploaded for editing to My Mediasite
Recording available to students after 2 working days

After the lecture
Go to Blackboard
Your lecture will appear on Blackboard after 2 Working days If appropriate you may ask your lecturer to publish sooner

Listen again
Revisit complex points and add to your notes to help your understanding

Has your Unit Director agreed that the lecture will be recorded?
Even though a lecture is taking place in an equipped room, it may not be recorded. Check with your Unit Director for clarification

Take concise notes
Taking concise notes during a lecture allows you to engage with the lecture rather than attempting to make verbatim notes.

Revisiting them when the recording is available and add more detail to aid learning

Use recording as a revision tool
Lectures can be made available for your lifetime as a student at Bristol University allowing you to revisit them time and time again

Contact Mediasite-help@Bristol.ac.uk for help and support

As with any technology, Mediasite may experience technical issues which stop recordings happening. Do not rely on it as your main source of learning

The microphone is unlikely to pick up student voices. If you want to make sure you are not recorded, speak to your lecturer before the scheduled lecture

https://www.bris.ac.uk/mediasite