Recording Lectures with Mobile Devices

How-to Article

iOS Devices

Installing OneDrive

If you do not already have OneDrive setup on your iPhone, you can install it from the AppStore.

- 1. Tap *App Store* from the applications screen
- 2. Search for OneDrive
- Install the Microsoft OneDrive application, then tap OneDrive from the applications screen
- 4. Sign In using your Passport York e-mail address (username@yorku.ca)

Recording the Class

- 1. Tap Voice Memo from the applications screen
- 2. Tap the red circle to begin recording
- 3. Tap the red square to end recording



- 4. Tap Done
- 5. Name the file and tap Save
- 6. Tap on the recording you just made



No SIM 🗢		3:29 PM				🖇 🔲 - No SIM 🗢			10:54 AM)+ N	io SIM 👻	10:54 AM Voice Memos	8 🔳 +
Re			rd	◄)))			Record								()		
00:00	00:01	00:02	00:03	00:04	00:05		0	00:01	00	02	00:03		04 00	:05			
									4							\bigcirc	
						a		Save Voice Memo						AudioRecor	ordingTest		
							Au	AudiaRecordingTest						-5 -1 -2	2018-03-02		00:00:02
								Dele	te		Sa	ve		4			
	00	:02	.48					C)():	02	62						
New Reco	ording					New	Rec	ordin	ġ								
(Do	one			() •	() 🛛	one					
					e		ngTe	st″									
New Reco 2018-03-0	ording			00:0	0:02	qv	v (e	r i	t j	y u	i	0	р			
AudioRec 2018-03-0	ording ⁻	Fest		00:0	0:02	а	s	d	f	g	h	j	k I				
					l	ŵ	z	x	c	V	b	n r	n 🤇	2			
						123	٢	₽		sp	ace		return				
							_					_					

7. Tap the *Share*

📋 button

- 8. Tap Copy to OneDrive
- 9. Tap Upload to OneDrive



Android Devices

Installing OneDrive and Recording Software

If you do not already have OneDrive setup on your iPhone, you can install it from the AppStore.

- 5. Tap Google Play Store from the applications screen
- 6. Search for OneDrive
- 7. Install the *Microsoft OneDrive* application, then tap *OneDrive* from the applications screen
- 8. Sign In using your Passport York e-mail address (username@yorku.ca)
- 9. Perform the same steps above to install Good MP3 recorder

Recording the Class

- 10. Tap Good MP3 recorder Memo from the applications screen
- 11. Tap the RECORDING tab
- 12. Tap the Triangle button to begin recording
- 13. Tap the Circle button to end recording
- 14. Tap the PLAYING tab
- 15. Tap on the recording you just made, then tap Share
- 16. Select OneDrive
- 17. Tap the Checkmark

Uploading the Lecture to eClass via Panopto

It is recommended to upload the lecture to eClass via Panopto.

- **1.** Sign into <u>OneDrive</u> using your Passport York credentials (username@yorku.ca)
- 2. Download the recording you want to upload to Panopto
- **3.** Sign into <u>Panopto</u> using your Passport York credentials
- 4. Click Browse on the left side, then expand Private twice
- 5. Select the course to which you would like to upload the recordings



1. Click Create then Upload Media



2. Drag the file to the upload box, the file will upload automatically



Drag video or audio files here (or click to find on your computer)