

# How to use.....Outdoor Electronic Feedback System

## Electronic Video Feedback & Assessment

As part of the faculty of Health & Life Sciences 'Principles of Exceptional Assessment & Feedback' a number of Video Feedback packs have been purchased for staff to use. These packs conveniently allow practical sessions, formative assessments & summative assessments to be filmed facilitating the employment of a paperless assessment strategy while providing students with professional & timely feedback on their performances. The outdoor units come complete with semi-waterproof video camera and professional quality wireless microphone system.

## Booking

Outdoor Video Feedback packs can be booked through the Technicians by e-mailing:

[HLStechies@yorks.ac.uk](mailto:HLStechies@yorks.ac.uk)

## What you'll need

1. Go-Pro HD camera (including waterproof housing and rechargeable Li-ion Battery)
2. Camera Tripod
3. UHF Wireless Microphone System (including 2x microphones plus receiver unit)
4. UHF operating licence
5. AA Batteries (x12 for approx. every 1 hour of recording)
6. SD card (for GoPro Hero3) or MicroSD card (for GoPro Hero 2)
7. Lithium Ion battery charger
8. SD Card Reader
9. Access to a networked computer

Camera-mount UHF Wireless Microphone System (dual-channel) with Body-pack Transmitters



## Before Use

Insert the Li-ion battery for the GoPro camera into the charger. A green light on the charger indicates that the battery is fully charged.

Ensure all previous recordings on the SD card have been backed up and then deleted from the SD card.

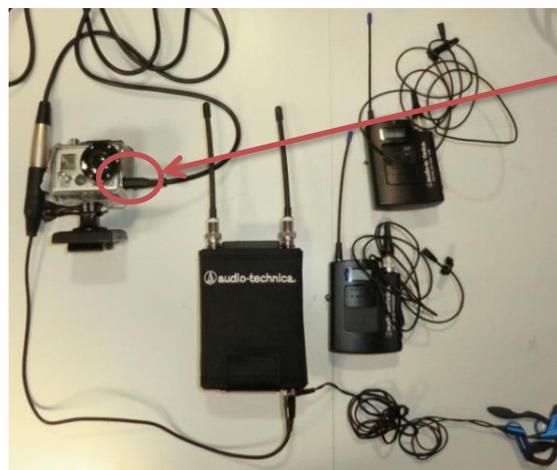
## Setup

Pull up on the clip on top of the waterproof camera housing to release it. Remove the camera and take the back off it to get into the battery compartment. Insert the fully charged battery into the camera, replace the back of the camera and secure the camera back into the waterproof housing.

Insert the SD card into the slot on the side of the GoPro camera. The GoPro Hero 2 uses a regular SD card (or you can use a MicroSD inside an SD card converter), whereas the GoPro Hero 3 uses a MicroSD card.

Mount the camera on the tripod using the quick release platform.

Connect the cables and aerials as indicated below.



The microphone port is situated on the left hand side of the

Connect the opposite end of the cable to the 3-pinned 'Output B' port on the bottom of the receiver unit.

Ensure Monitor Select is set to 'Out'

Bottom of receiver unit:



The recording volume of the 2 microphones can be adjusted using the Receiver 1 and 2 Level dials (eg. to give dominance to academic feedback).

Earphones are connected to the Monitor Output port. The volume is adjusted using the Monitor Level dial. This does not alter the volume recorded.

Ensure the Output Select for B is set to 'Mix' to allow both microphones to be recorded.

For full details of adjusting microphone frequencies and other settings refer to the laminated operation manual.

### Turning on the camera and microphones

Turn on the camera by pressing the button on the front once only. The camera will default to video mode. 'WVGA-50' should be displayed on the LCD screen on the front of the camera. This can be changed by pressing the front button repeatedly, scrolling through to the settings menu as indicated by a spanner.



The academic and student microphones are switched on by pressing the power button on the front. Switch on the receiver unit by adjusting the switches on the top of the unit to 'Both' and 'Hold'.



### Recording

To start recording, press the button on the top of the camera. Recording will be identified by the red flashing lights on the top and front of the camera. To stop recording, press the same button.



Please keep video files under 1.5GB, which equates to 40-45 minutes of recording, as this is the maximum file size for compressing. You can, however, record multiple 1.5GB videos up to the capacity of the SD card.

Keep checking the battery indicators on the camera, receiver and microphones. Batteries will need to be replaced every few hours.

## Retrieving and compressing video files

Remove the SD card from the camera by pushing it inwards until it releases.

Insert the SD card into an SD card reader and plug this into the USB port of a networked computer.

To enable uploading of video to Moodle the files need to be a certain size which often will result in the necessity to compress the original video file. To do this you can use Wheeljack, accessible from any network computer by clicking on the Start menu and typing the following into the search box and pressing Enter: <\\yorks\sharedapps\WheelJack>



You will see two folders, 'Input' and 'Output'. Copy your video files from the camera and paste them into the 'Input' folder. This may take some time, depending upon size or number of videos. The maximum file size for using Wheeljack is 1.5GB. If your file is larger than this it will not be compressed and will be deleted from Wheeljack. You might wish to take this opportunity to rename your files at this stage to facilitate uploading later.

Video files will be compressed within approximately 4 hours. You will receive an automated email when the compressed video files are ready to be retrieved from the 'Output' folder. You are encouraged to delete your files from the 'Output' folder of Wheeljack after you have saved them elsewhere (a network drive, an external hard drive, etc.) or uploaded them to Moodle.

The above instructions for using Wheeljack require access to a networked computer. If this is not possible, please enquire about loaning a laptop with compression software.

**Please delete all files from the SD card before returning the equipment.**

If you have any further questions regarding the use of the above equipment, please contact [HLStechies@yorks.ac.uk](mailto:HLStechies@yorks.ac.uk).