Record your Desktop

Always begin at the My Mediasite Content Management Portal:
https://Mediasite.ecu.edu/MS/MyMediasite

From the Drafts folder, click the Create Presentation button. Choose Record Desktop.

Enter a name for your recording. Click Launch Desktop Recorder

The Mediasite Desktop Recorder opens. Select Record Now.
The Recording Wizard launches. On the **Select Type** page, select the option that is best for your Mediasite recording.

Click [here](#) to learn more about the types of recordings.

On the **Setup Hardware** page, preview the camera view and adjust the camera size and input. Adjust the microphone input.

Choose the region of your desktop to record using one of the methods. For example, to record your entire desktop, use the Desktop drop-down menu to choose Desktop 1. Click the green checkbox to proceed. Click the red X box to go back.

On the **Summary** page verify the recording specifications that you have chosen. Click the check box to choose to show the recording control panel or not.

Click the **Record** button to begin.
A 5 second countdown displays before recording begins.

To pause/stop recording at any time, click the red pause icon located in the Menu Bar on Mac computers and the System Tray on Windows computers.

The shortcut keys, CTRL + F8, will also pause/stop recording.

Once you have stopped the recording it will begin uploading. Close the MDR dialog box and access the My Mediasite Content Management Portal to continue monitoring the recording’s upload and processing stages.