



Nottingham Trent
University

Creating a screencast presentation

A screencast is a **narrated video recording** of your **computer screen**. Unlike a video recording of a lecture, in a screencast the person presenting is not the primary visual focus — rather, the presentation material is centre-stage.

Screencast presentations can be created to replace existing lecture content and can be chunked and organised in whatever way makes the most sense. [See Online Learning Principles](#) for guidance on recommended video length and format.

Making a screencast presentation

Before you begin, consider:

- **Purpose:** What is the video for? Is it to provide information, to spark discussion, provide an alternative voice?
- **Narrative:** You may want to storyboard or plan out your video before you begin recording to ensure it will do what it needs to, and that you will know what you need to say.
- **Structure:** Can the material be chunked into several short recordings and interspersed with activities? This may be better for you and your students.

At NTU, there are two applications you can use to create screencast presentations:

1. **Microsoft PowerPoint:** download from [Office365 Portal](#)
2. **Panopto Recorder:** [download from NTU Software Centre](#) (tutorial video)

Use PowerPoint if...

- The presentation has a **linear structure**
- You expect the presentation to be **edited or reused** in future
- You want to **present slides only** (and not intersperse other on-screen activity)

Use Panopto if...

- The presentation has a **non-linear structure**
- The material benefits from a fluid style and is **unlikely to be edited or reused** in future
- You plan to **show other on-screen activity** during the presentation

Guidance videos are available to support you in getting started:

- [Creating a narrated presentation video in PowerPoint](#) for Windows
- [Creating a narrated presentation video in the Panopto Recorder](#)
- If you are using the [Mac version of PowerPoint, instructions for recording Timings and Narrations](#) are available from the Microsoft website

Publishing your screencast presentation

When your screencast is complete:

1. [Upload it to the Lecture Capture folder in your learning room](#) (video tutorial) Note: the Lecture Capture folder is now named Video (Panopto)
2. [Embed it in a web page in Content \(Optional\)](#) (video tutorial)