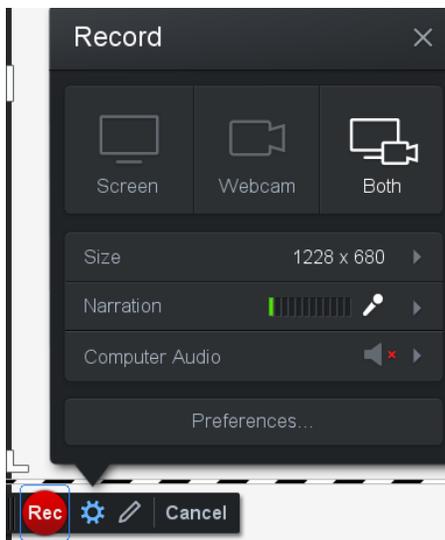




RECORDING SCREEN USING ARC IN CANVAS

- 1) Login to <http://my.okstate.edu> with your OKEY
- 2) Click on the Canvas icon in the applications section. Click on “Arc” icon in the black navigation ribbon.
- 3) Record a video by clicking the “**Record**” icon. Select between screen capture and webcam capture depending upon what you want to record. You will be prompted to add a plug-in the first time you record.
- 4) Click on the “Rec” icon when you are ready and all your settings have been set.



- 5) Click the **Pause** icon and then the **Done** icon when you are finished.
- 6) Enter the **Title** and **Description**. Click **Upload**. The video is ready to be used in any course as needed.