



YuJa Instructor Handout

YuJa is the College's Enterprise Media Platform. Through YuJa, users can create, edit, upload, share and stream audio and video content. Users may view media in any browser or on any mobile device. Instructors can use YuJa to post recorded lectures, video and/or audio-based course content as links in Blackboard. Select the link above to Resources for Instructors and/or access YuJa's Online Help: <https://support.yuja.com/hc/en-us#us>.

YuJa Log In:

Direct URL Log In:

<https://jeffersonstate.yuja.com>



Tools area in Blackboard



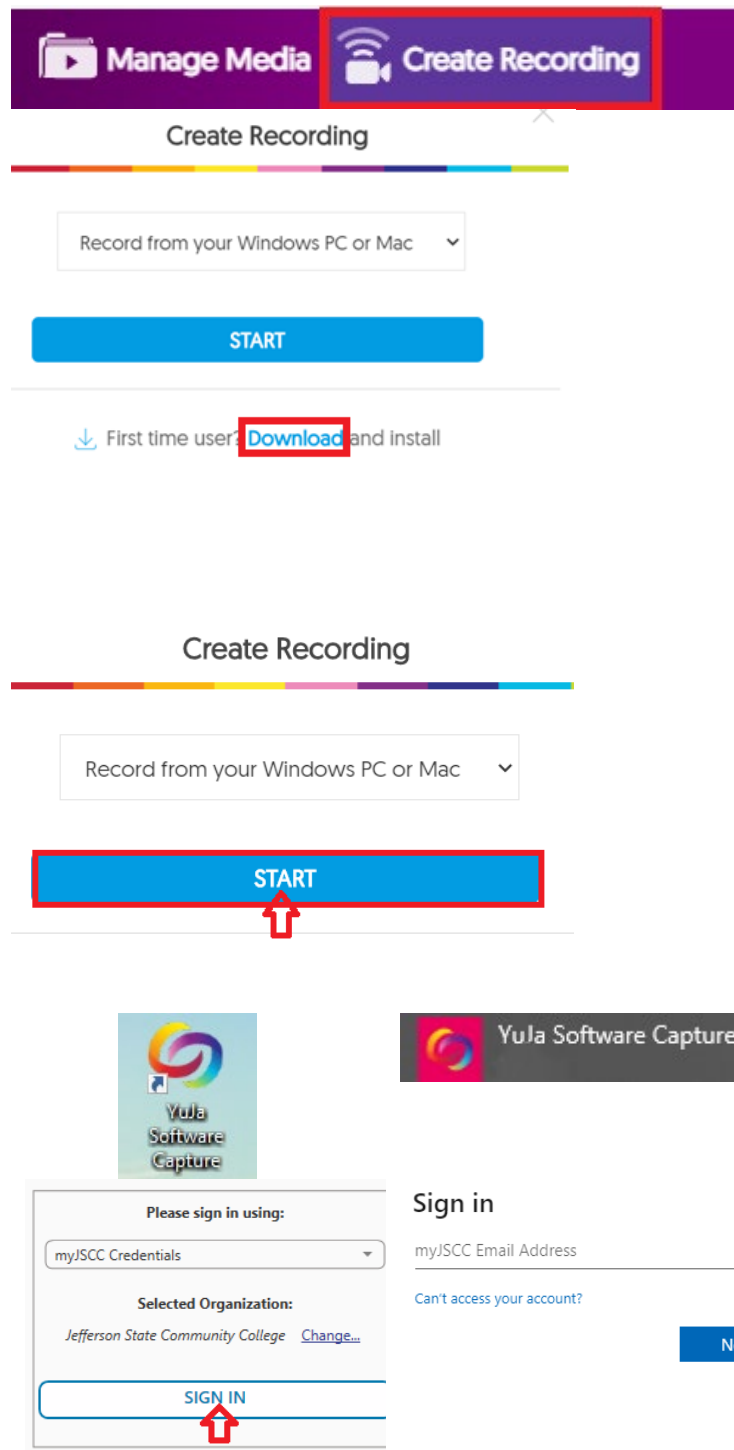
YuJa Software Capture “Download” and Installation:

- Log in to YuJa.
- Go to “Create Recording” Tab at the top of the screen.
- Select “download” to install the YuJa Software Capture Application to local computer/laptop.

IMPORTANT: Users only need to download once to individual computer.

Note: Contact helpdesk@jeffersonstate.edu to request installation on a classroom computer.

Note: Once installed – Users may select the “**Start**” option in the YuJa log in page or the downloaded application (i.e., double click the desktop icon or application location to sign in using myJSCC Credentials).

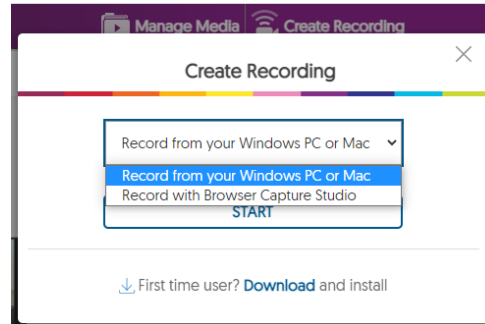


Create Recording:

- Go to “Create Recording” Tab at the top of the screen.
- Select “Record from your Windows PC or Mac.”

Note: You will see the pop-up box “Open YuJa Software Capture” – select the box to always allow and select “Open YuJa Software Capture.” This will launch the software capture software (installed on the computer).

IMPORTANT: Instructors are encouraged to use the downloadable YuJa recorder installed on a PC or Mac. This option preserves recordings if Internet service is interrupted by creating a local copy that is uploaded when service is restored. YuJa provides Browser Capture Studio for Chromebook users (see below).



Open YuJa Software Capture?

https://jeffersonstate.yuja.com wants to open this application.

☒ Always allow jeffersonstate.yuja.com to open links of this type in the associated app

Open YuJa Software Capture

Cancel

Launching Desktop Software Capture Application...

SOFTWARE CAPTURE AND LIVE STREAMING

Authenticating your credentials...

Create Recording for ChromeBook Users:

- Go to “Create Recording” Tab at the top of the screen.
- Select “Record with Browser Capture Studio.”

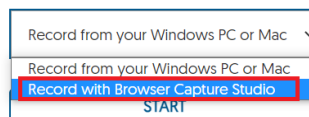
IMPORTANT: ChromeBook Users will need to use the “Record with Browser Capture Studio” option. Browser Capture Studio is highly dependent on a strong Internet connection and is not recommended for long recordings, which could be corrupted or lost entirely if Internet service is interrupted.

Note: The “Record with Browser Capture Studio” only allows for one audio source and video source.



Create Recording

Browser Capture Options



Recording Options



Camera



Screen



Both

Audio



Default - ...



Off

Video



Default - C...



Off

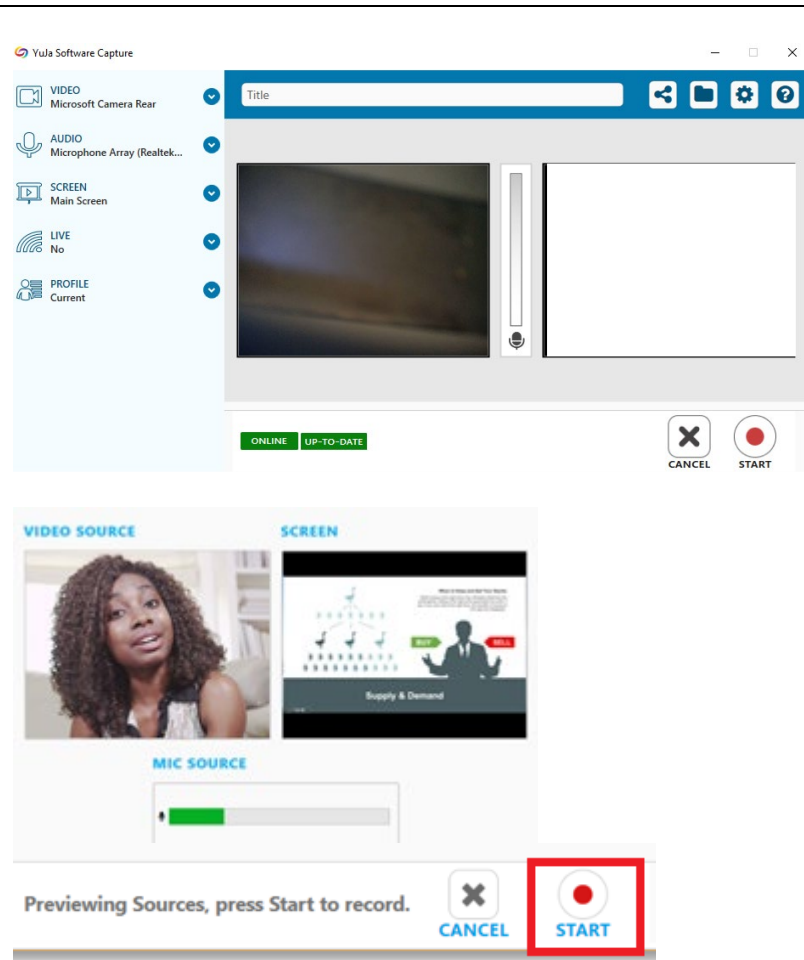
Start Recording

YuJa Software Capture Screen:

The Software Capture Screen provides options to select before recording:

1. The Top Menu includes adding the Title of the Recording, Save Recording to Media Channel Option, Save Recording to Folder Option, and Profile Settings.
2. The Left Side Menu includes Video, Audio, Screen, Live, and Profile settings. Select the down arrow next to each item to view and select options.
3. The Middle Screen shows the input video source, screen capture source, and audio source.

Once the Title and other options have been set select the “Start” button.



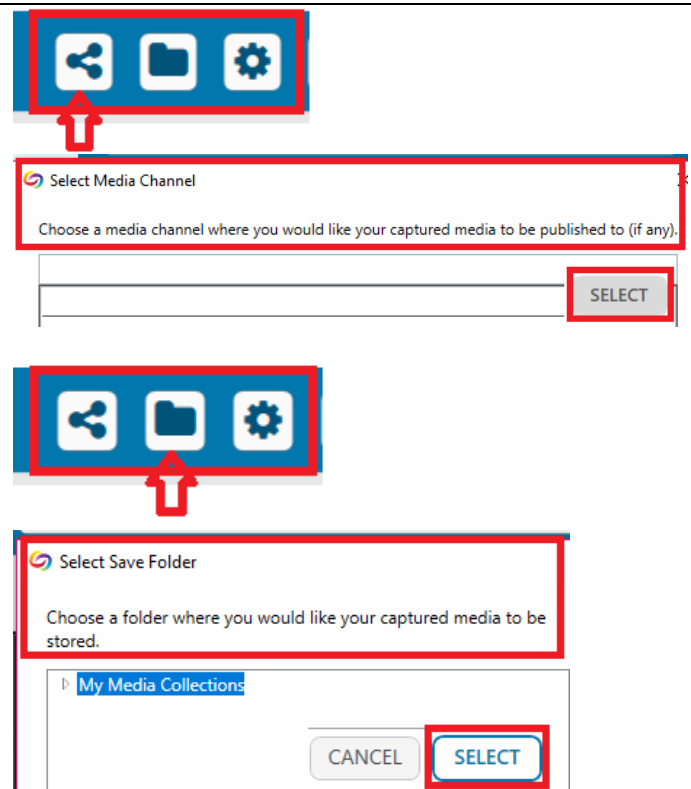
Capture Screen Settings

Once you have added a Title for the Recording make sure to select where to save the finished recording.

Save Recording to Media Channel Option - enables Instructors to make recorded content available to users in Bb.

IMPORTANT: Recommended to use the **Save Recording to Folder Option** – enables Instructors to save to their My Media (existing folder) area.

Note: Additional information on Media Management is provided in another section below in the Handout.



Profile Settings - enables the user to create a new Profile or to edit any available Profiles.

Click on Profiles:

- Select a Profile from the dropdown box.
- Click on Add to create a new profile. Click on Edit or Delete for an existing profile.
- Select Save.

Configuration Options:

- Allow access to Session Inactivity and Recording Options.

Hotkeys Settings:

- Allows users to start, pause, or finish a capture.

Note: Default Hotkeys are enabled when you install the Software Capture for PC application. If you regularly use Hotkeys for various software applications, you may need to change these.



Application Settings

Profiles Configuration Hotkeys Webcam Screen Capture System Settings Watch Point

Create or modify capture profiles available for this user account.

Profile No Default Profile Selected + [Edit] [Delete]

CANCEL SAVE

Application Settings

Profiles Configuration Hotkeys Webcam Screen Capture System Settings Watch Point

Session Inactivity

Keep user logged in without session activity

☐ Never log me out

Log me out after 300 minutes

Recording Toolbar

☐ Always show Recording Toolbar while logged in

☒ Only show Recording Toolbar when recording

☐ Always hide Recording Toolbar

☒ Show audio in Recording Toolbar

Recording Options

☒ Minimize and hide when recording

☐ Show a hotkey reminder on minimize

☒ Display 3-2-1 countdown before recording.

☒ Automatically show upload progress

Language

☐ Override Display Language

English

CANCEL SAVE

Application Settings

Profiles Configuration Hotkeys Webcam Screen Capture System Settings Watch Point

Select which hotkeys are used to manage captures. To change, type in desired key sequence.

Start Capture Ctrl+Shift+S DISABLE

Pause Capture Ctrl+Shift+P DISABLE

Finish Capture Ctrl+Shift+F DISABLE

DEFAULT

CANCEL SAVE

Webcam Settings:

- Manage/select the video quality for recording.

Screen Capture Settings:

- Manage/select the screen settings for recording.

Application Settings

Profiles Configuration Hotkeys **Webcam** Screen Capture System Settings Watch Point

Please select a video quality (better quality increases upload size)

Medium

Extra High

High

Medium

Low

Extra Low

CANCEL **SAVE**

Application Settings

Profiles Configuration Hotkeys Webcam **Screen Capture** System Settings Watch Point

Select the screen settings for captures. Live webcasts automatically use an adaptive broadcast screen.

Please select a frame rate

5 frames per second

Please select a video quality (better quality increases upload size)

Extra High

Choose the output video file size

Large

Select output resolution

1280x1024 (recommended)

Tip: Devices with lower resolution displays might not be able to playback video in original captured quality. Choose recommended output resolution to ensure smooth playback on most devices.

Please select the maximum bit rate for live stream(kbps)

1000kbps

Tips: Higher bitrate produces higher quality video but requires internet connection with high upload bandwidth.If the video bitrate is greater than the upload bandwidth the live broadcast will not be streamed properly. Bitrate between 1000 to 2000kbps is recommended.

CANCEL **SAVE**

System Settings:

- System Settings require running the Software Capture application as an Administrator on your PC.

Note: Access Cache or Upload Folder settings through System Settings by browsing to the desired Cache or Upload Folder.

Watch Point Settings:

- Used if source folder permissions are needed by another user.

Application Settings

Profiles Configuration Hotkeys Webcam Screen Capture **System Settings** Watch Point

In order to edit the System Settings, you must not have any open capture sessions and run the application as an administrator.

 RUN AS ADMIN

CANCEL

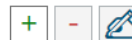
SAVE

Application Settings

Profiles Configuration Hotkeys Webcam Screen Capture System Settings **Watch Point**

The Watch Point is used to ingest externally produced media into the Yula Enterprise Video Platform.



Source	Owner	Destination	Publish To	Extensions	Multi-Stream
No Watch Point					

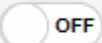



CANCEL

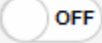
SAVE


The Left Side Menu includes Video, Audio, Screen, Live, and Profile settings. Select the down arrow next to each item to view and select options.



 VIDEO
No 

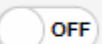
Video Source 


Microsoft Camera Rear 

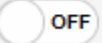
Video Source - 2 






 AUDIO
No 


Mic Source 


Microphone Array (Realtek) 

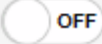
Mic Source - 2 





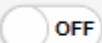
 SCREEN
Main Screen 



Screen Source 



 ADVANCED SETTINGS



Show Annotation Toolbar 

 LIVE
No 

Live Streaming 

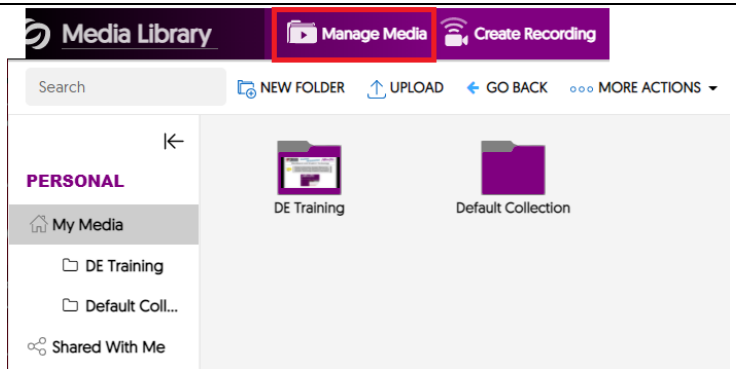
 PROFILE
Current 

Profile  

Save As  

Manage Media

- Choose Manage Media, then My Media to access your saved media.



My Media Link:

Select a folder (double click) to view contents or highlight to view more actions.

Note: You can create new folders, upload media, and other actions such as download folder, delete folder, rename folder, move folder, etc.

Videos/Media Player:

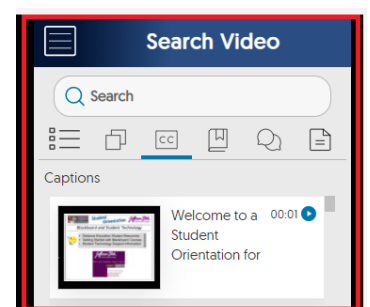
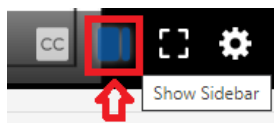
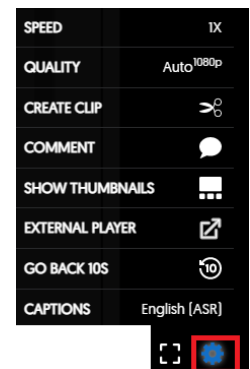
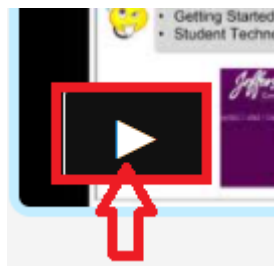
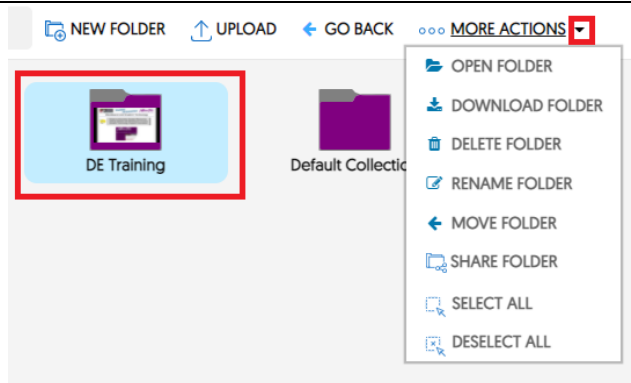
Press the *Play* button to open the *Media Player* to begin playing recorded or uploaded video.

The *Media Player* offers the ability to view media, move forward and back in the video, turn on and off closed captioning, make comments, and take private notes. The “gear” tool allows users to view options such as commenting, thumbnails, and captions.

Select the “Show Sidebar” option to view options and/or search.

Note: If enabled by the Content Creator, users can also download media for offline viewing or listening.

Note: The *Mobile App* enables users to watch media on a smartphone or tablet. The *Mobile App* is available for both Android and iOS.

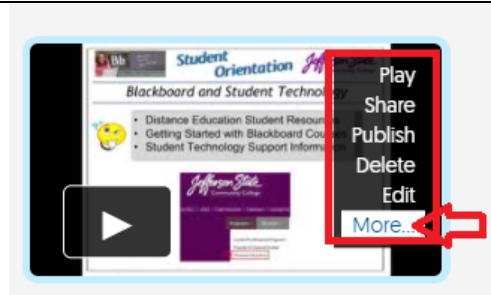


Click on the video that was just uploaded and processed. Notice that the box turns a lightshade of green.

Highlight the video box to view additional options.

IMPORTANT: Make sure media is “Published.”

Select the “More” option to view/edit Video Details, Actions, Thumbnails, Links, Downloads, Comments, Analytics, Quizzes, and Accessibility.



Media Details

Actions

General

Title: Blackboard and Technology Support Resources

Description:

Linked Documents: Add Document

Tags:

Close Save General

Quizzes

+ Create Video Quiz + Create Playback Quiz

Actions

Publish Media

Share Media

Move Media

Replace Media

Delete Media

Downloads

Download Content

Download Media Download Original

Download Audio-Only Content Download HLS

Download SCORM Download With Caption

Pre-Generate Video Downloads

Enable Disable

Allow Viewers to Download in Media Player

Enable Disable

Allow Viewers to Download in Mobile Apps

Enable Disable

Accessibility

Auto Caption Human Caption Generate Indexes Upload

Name	Type	Actions
English	SRT Caption File	Download Delete
Transcript	Plain Text	Download Delete
Transcript	PDF	Download Delete

Accessibility Alerts

Copyright Review

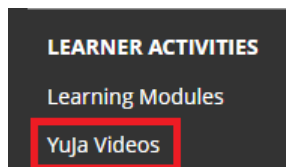
Accessibility Review

How to Link to JSCC YuJa Media in Blackboard:

Note: Create/Upload/Publish video(s) in YuJa.

IMPORTANT: You will need to repeat the following steps for every course you plan to link from Blackboard to the JSCC YuJa Media Chooser platform.

You can add media from YuJa through the Course Menu (Add Content) or through a Content Area/Add as Item.



Content Area



Media 101 Blackboard and Technology Support

This video

OPTION 1 – add Link on Course Menu

Step 1: Add new content area.

Note: If you already have a content area in your course where you want to place the YuJa Media link(s), you do not need to add new content area, you can skip this step.

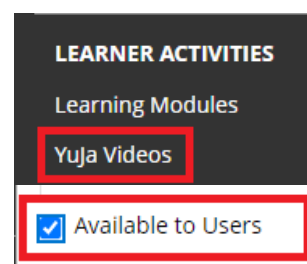
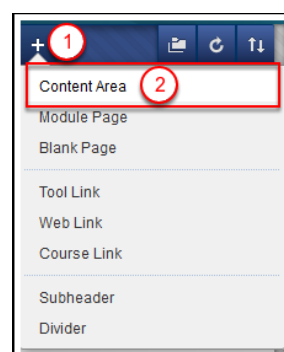
Note: You can also add a content area link on the Course Menu. Select the plus (+) sign and content area and add title. Make sure the menu link is set to “Available to Users.”

Step 2: Go to Content Area and under the “Build Content Tab” select the JSCC YuJa Media Chooser.

Note: The JSCC YuJa Media Chooser will open the media directory.

Note: You can add as Folder (i.e., ENG101) or as individual media links.

IMPORTANT: If you record/upload/publish additional recordings you must go back through the Build Content Tab/JSCC YuJa Media Chooser to add media link to Blackboard course. They are not automatically added/synced.



YuJa Lecture Captioning

Build Content

Assessments

Web Link

Learning Module

Lesson Plan

Syllabus

Course Link

Evolve Link

QwikLabs

JSCC Test with Knowledge II

Labster LTI 1.3

Perusall Annotation Tool

Pearson

EBSCO

Wiley Assignments

Wiley Resources

Townsend Press

ALEKS

Pearson Links

Honorlock LTI

JSCC Thinglink

JSCC YuJa Media Chooser

Step 3:

The Media Chooser will show all media. By default, it will show the last 4 media (worked with in the program.)





You can use the blue arrow to scroll to view additional media.

You can enter a title to search for media.

You can “toggle” between views to view as thumbnails or list view (description/dates).

Select the “filter” option to view by type, owner, and/or location (i.e. Media Library).



 Search title or description term   



Filter by Type:

- ☒ All
- ☐ Video
- ☐ Audio
- ☐ Youtube
- ☐ Vimeo
- ☐ Document
- ☐ Hyperlink

Filter by Owner:

- ☒ All
- ☐ My Media Only
- ☐ My Shared Media

Sort by:

- ☒ Latest
- ☐ Alphabetical
- ☐ Type

Filter by Location

Choose Location







Choose by location will show the Media Library.

Select User Collections and “View Folder.”

Next, the Media Library will show number of files in the directory. Select “My Media Collections” to view recordings by folder structure.

Note: Select “Media Library” at the top to go back the main directory.

Select the folder of the location of media to add media to Bb.

The filtered location will now show in the Media Filtered area.

Select “all” media to add or select by individual media (click to highlight - will show in blue outline).

Select “Insert Content.”

Media Library

 Shared Folders

 User Collections

Close

View Folder

Media Library > User Collections >

User Name

Number of files in this directory: 45

 Favorites

 My Media Collections

 Shared With Me

 Shared With Others

Close

View Folder

Media Library > User Collections >

User Name > My Media Collections >

Media 101

Number of files in this directory: 1

Close

View Folder

Media within 'Jefferson State Community College\User Collections'

☐ Select All



- Distance Education Student Resources
- Getting Started with Blackboard Courses
- Student Technology Support Information



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August 1, 2022

Insert Content

Note: When students see the link in Blackboard, they will access the YuJa platform and view videos.

Note: You can edit the link options to include a description of the media.

Content Area



Media 101 Blackboard and Technology Support

This video

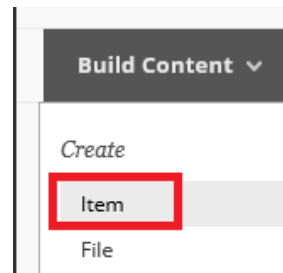
OPTION 2

Add as Item in Content Area

Step 1: Go to or add new content area. Select “Build Content” and “Item.” In the HTML Editor select the icon to “Add Content.”

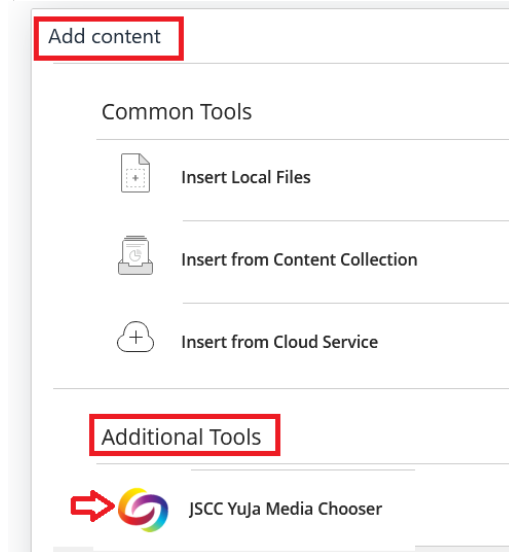
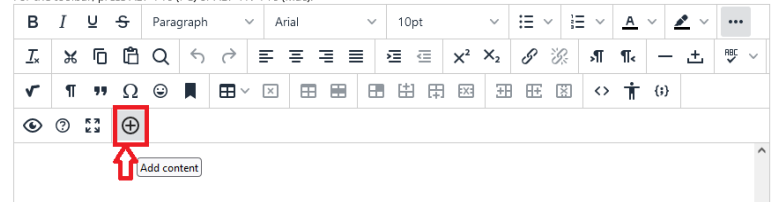
Step 2: Go to Content Area and under the “Build Content Tab” select the JSCC YuJa Media Chooser.

Note: The JSCC YuJa Media Chooser will open the media directory.



Text

For the toolbar, press ALT+F10 (PC) or ALT+FN+F10 (Mac).



Step 3:

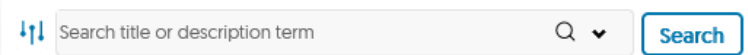
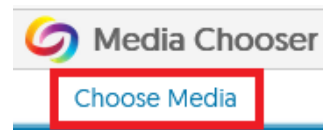
The Media Chooser will show all media. By default, it will show the last 4 media (worked with).

You can use the blue arrow to scroll to view additional media.

You can “toggle” between views to view as thumbnails or list view (description/dates).

You can enter a title or description to search for media.

Select the “filter” option to view by type, owner, and/or location (i.e. Media Library).



<u>Filter by Type:</u>	<u>Filter by Owner:</u>	<u>Sort by:</u>	<u>Filter by Location</u>
<input checked="" type="checkbox"/> All	<input checked="" type="radio"/> All	<input checked="" type="radio"/> Latest	<u>Choose Location</u>
<input type="checkbox"/> Video	<input type="radio"/> My Media Only	<input type="radio"/> Alphabetical	
<input type="checkbox"/> Audio	<input type="radio"/> My Shared Media	<input type="radio"/> Type	
<input type="checkbox"/> Youtube			
<input type="checkbox"/> Vimeo			
<input type="checkbox"/> Document			
<input type="checkbox"/> Hyperlink			

Choose by location will show the Media Library.

Select User Collections and “View Folder.”

Next, the Media Library will show number of files in the directory. Select “My Media Collections” to view recordings by folder structure.

Note: Select “Media Library” at the top to go back this directory.

Select the folder of the location of media to add media to Bb.

The filtered location will now show in the Media Filtered area.

Select “all” media to add or individual.

Select “Insert Media.”

Media Library



Shared Folders



User Collections

Close

View Folder

Media Library > User Collections >

User Name

Number of files in this directory: 45

Favorites

My Media Collections

Shared With Me

Shared With Others

Close

View Folder

Media Library > User Collections >

User Name > My Media Collections >

Media 101

Number of files in this directory: 1

Close

View Folder

Media within "Jefferson State Community College\User Collections"

☐ Select All




- Distance Education Student Resources
- Getting Started with Blackboard Courses
- Student Technology Support Information



Media 101 Blackboard and Technology Support
August 1, 2022

Insert Content

	<div data-bbox="808 107 1404 298"><div>Content Area</div><div><div><u>Media 101 Blackboard and Technology Support</u></div><div>This video</div></div></div>
--	--