Studio Basics for Goucher Students

What is Studio?

Studio (formerly called Arc) is a communication tool that facilitates media-rich conversations between you, your instructor and classmates using audio, video, images, documents and more. Studio is integrated in your Canvas course site, so there is no software to download, install or update.

How to Upload a Pre-recorded Video in Studio

1. Log into Canvas.
2. Click the "Studio" icon (on the left).
3. Click the "Add" icon (upper right corner).
4. Drag and drop your file onto the screen or click "browse" to select your file. You can upload multiple files at a time.
5. Once video is uploaded, click on the video and select "Details". Edit the details as needed.

How to Record and Upload a Narrated Presentation in Studio

1. Log into Canvas.
2. Click the "Studio" icon (on the left).
3. Click the "Record" icon (upper right corner).
4. On the first-time using Studio you will need to Download and Install the Screen Capture Application and then re-launch the screen capture from the "Record" menu.
5. To manage settings, click the Settings bolt icon. You can choose the type of recording (Screen only, Webcam only, or Both), the screen size, and narration volume.
6. To start the screen capture, click the "Rec" button.
7. When the screen capture is finished, click the "Pause" button.
8. To upload the screen capture, click the "Done" button. To preview the screen capture, click the "Play" button. To delete the screen capture and start over, click the "Delete" button.
9. Click the "Upload" button.
10. Click the "Continue" button.
11. Go to the My Uploads page, in Studio.
12. You will now be able to view your screen capture. Click on the video and select "Details". Edit the details as needed.

How to Comment In a Discussion Forum

1. Log into Canvas and navigate to the discussion forum in your course site.
2. Click the "Reply" button.
3. Click on the "V" icon (for more external tools) that is located on the second row of the tool bar.
4. Select the "Arc" option.
5. Next, you can either add a previously recorded video that exists in your files or on YouTube, or you can record a new video. Please go to the sections above that correlate to which of the two options you are attempting to do.
6. On your My Uploads page, the video you created or added will now appear. Select the video you wish to add.
7. Select "Embed".

Tips on Recording and Viewing

- Studio is supported in full in Google Chrome and Mozilla Firefox.
- Do not use iPads and smart phones for recording.

Troubleshooting

Check your web browser's settings:
- Make sure you are using either Mozilla Firefox or Google Chrome.
- Make sure your web browser is fully up to date.
- Check the browser's microphone and webcam settings to make sure the correct input is selected and that Studio has not been blocked.
- Clear your browser's cache.
- Make sure your browser allows third-party cookies.

Restart your computer: A simple computer restart can help with some issues, especially if it has been a while since you last restarted or if you have lots of other applications running.

Check your mic or webcam settings: Make sure that the correct microphone and/or webcam is selected in your computer's sound input settings. If you can successfully record audio or video in other applications, you can skip this step.

Check your network settings: Studio requires certain URLs and ports to be open on your network or allowed in your browser. If one is blocked, this may prevent successful recording.

Try another internet connection and computer: Trying another location and/or computer will help narrow down where the issue is occurring at the very least. It will also allow you to complete your Studio work in the short term while you continue troubleshooting your own computer or network.

Other Support

- [Visit Studio Canvas Guides](#)
- [Watch a Training Video](#)
- [Submit a Studio Video as an Assignment](#)
- [Use your Webcam to Record a Studio Video](#)
- [Record a Studio Video Using Screen Capture](#)

GOUCHER
—college—