

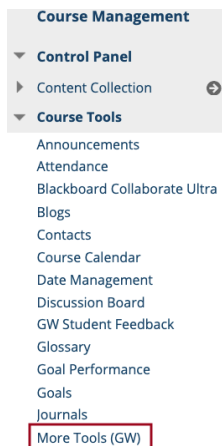
Echo360 Universal Capture: Personal – Get Started

Universal Capture: Personal is an application which faculty can use to record screencasts or lecture videos from their personal computer. The resulting capture video can be shared in a variety of ways, including in a Blackboard course. To begin using Universal Capture: Personal, follow the steps outlined in this guide.

Create an Echo360 course/section

Follow the steps outlined in this section to create an Echo360 account and course/section. You will need to complete this process every semester in each Blackboard course you want to use it.

1. Login to Blackboard and open your course. You can only request Universal Capture: Personal from a **current semester** course.
2. Go to the **Control Panel**, click **Course Tools**, and select **More Tools (GW)**.



3. Under **Content Management**, click **Create an Echo360 Course/Section for Universal Capture: Personal**.

Content Management

[Manage Echo360 Classroom Lecture Capture Schedules](#)

Manage Echo360 classroom lecture recording schedules; create, view, update, or delete schedules.

[Create an Echo360 Course/Section for Universal Capture: Personal](#)

Create an Echo360 course/section for use with Echo360 Universal Capture: Personal.

4. Review the information on the page and click **Submit**.

A GWU Lecture Capture link is added to the Blackboard course menu through which you and your students can access any recordings you publish to the course. You will need to make this link available to students.

Download and install the Universal Capture: Personal software

1. Go to echo360.org/downloads and log in with your GW email address (UserID@gwu.edu) and password.
2. Download the correct version of Universal Capture: Personal for your operating system.
3. On your computer find the installer file that you just downloaded and open it to carry out the installation.

Next step: [Create a Capture \(PDF\)](#)