CAEN Lecture Recording Decision Chart

Easiest Option: Continue to go to your scheduled classroom at class time and record your lecture using CAEN's lecture capture (requires no additional setup)

Have you taught this class in a previous semester?
- Yes → Did you record your lecture?
  - Yes → Link to your old recordings and record new ones if you would like
  - No → Record Ahead of Time (asynchronous)

Record Ahead of Time (asynchronous)
- How do you plan to record lectures?
  - Off Campus → Kaltura Capture or BlueJeans Event
  - On Campus → Are you teaching in a room that has lecture capture?
    - Yes → Reserve a College Classroom to use CAEN Lecture Capture, or use Kaltura instead
    - No → Will you use white board capture?
      - Yes → Reserve a room with white board lecture capture:
        - 1670 Byster
        - 1311 EECS
        - 1500 EECS
        - 3433 EECS
        - 1571 GG Brown
        - 107 GFL
      - No → Use your regular classroom

Live Share (synchronous)
- Could you pre-record lecture and do live interactive office hours instead? (recommended for optimal experience)
  - Yes
    - Greater than 75 → Reserve a College Classroom to use CAEN Lecture Capture, or use Kaltura instead
    - Less Than 75 → BlueJeans
  - No → What is your class size?
    - Greater than 75 → Reserve a College Classroom to use CAEN Lecture Capture, or use Kaltura instead
    - Less Than 75 → BlueJeans
- Do you want to allow small group breakouts as part of your lecture?
  - Yes → Add the BlueJeans Breakouts App for small groups to meet in virtual breakouts
  - No → Use your regular classroom