Bookmarks and Notes in Tegrity

Tegrity’s bookmarking and notes features can be used to highlight and comment on content in a recorded lecture. Bookmarks and notes can be added while a class is being taught, or during playback of a previously recorded lecture. The bookmarks will appear as colored lines along the recording’s timeline.

Bookmarking During Playback

To add bookmarks while viewing a previously recorded lecture:

1. On your computer, locate the Bookmarks and Notes pane at the lower right of the Tegrity viewer.

2. Select a bookmark type from the Bookmarks and Notes dropdown menu.
3. The two types of bookmarks available to students are **Unclear** and **Important**. **Unclear** bookmarks will appear as red lines along the recording’s timeline. **Important** bookmarks will appear as yellow lines. Bookmarks added by the instructor will always appear as blue lines and are visible to anyone viewing the recording.

![Bookmark Example](image1.png)

**Instructor bookmark** | **Student Unclear Bookmark** | **Student Important Bookmark**

4. Clicking on bookmark descriptions in the Bookmarks and Notes pane will take the viewer to the point in the video that corresponds with the bookmark.

![Bookmark Example](image2.png)

**ex.** Clicking here will start the recording at 0:00:03.

**Bookmarking During a Live Lecture**

The Tegrity mobile app allows users to create bookmarks using iOS and Android devices while a lecture is being recorded. *Please note that the following descriptions are for the Tegrity iPhone App. While other versions of the Tegrity app may look different, the functionality should be similar.*

1. Download the Tegrity Mobile app from the Apple App Store and follow the instructions to sync your device to your Tegrity course list.

2. Open the app during a live lecture and select bookmarks.
3. While a lecture is being recorded, tap **Unclear** or **Important** to create a bookmark. Clicking on the button next to **Unclear** or **Important** will allow you to include text along with your bookmark. The **Comment** bookmark type always requires text input from the user.

Class Notes

Students can use Tegrity to create notes that are stored within the Tegrity system. Notes can be created while a lecture is being recording or later while watching a prerecorded lecture. These notes will be automatically associated with the recording that is being made or viewed.

Taking In Class Notes

1. To create notes during a live recording, click on the **Course Tasks** button on your Tegrity course page, and select **Take in Class notes**.

2. Type your notes into the provided text box.

If you use bookmarks during a live class, later, when you view the recording of the lecture, the bookmarks that you created will appear along the recording's timeline.
Adding Notes to a Prerecorded Lecture

While watching a recording, click on the box at the top right of the bookmarking pane to expand the note taking area. This will rearrange the Tegrity player to give you more room to add your notes.

The My Notes Toolbar allows you to add comments, take a snapshot of the recording that you are viewing, and create a printable version of your notes. Click on Instructor Notes to view notes left by your instructor.

For more information, contact the Faculty Resource Center at 205.348.3532 or frc@ua.edu or visit our website at http://frc.ua.edu.

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