

**Impatica OnCue  
Time Recorder Add-in  
User's Manual**

**Version 3.3.3**

# Time Recorder Add-in User's Manual

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Impatica OnCue Time Recorder Add-in User's Manual.

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## Impatica's Time Recorder Add-in

Impatica's Time Recorder Add-in is an easy-to-use tool that facilitates the production of Impatica OnCue presentations based on live presentations. It captures the slide transition and animation effect times of a live presentation so that they may be used to synchronize the slide show to the video or audio recorded at the time of the presentation. The add-in simply writes the slide transition and animation times to an OnCue marker file for use within Impatica OnCue. This minimizes the need to manually specify synchronization points using Impatica OnCue.

## Installing the Add-in

Installing the Impatica Time Recorder Add-in is a simple process:

1. Obtain the Installation package from Impatica.
2. Run the Installer and follow the on-screen Instructions.
3. To verify that the installation was successful, launch Microsoft PowerPoint. In the Tools Menu, there will be a new command available, called "Record Markers".

Note: The time recorder add-in can be installed independently of Impatica OnCue. It can be used to capture presentation times on one computer and its output used to author OnCue presentations on another computer.

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## Steps for using the Add-in

For detailed instructions on how to use Impatica for PowerPoint and Impatica OnCue, please refer to the corresponding User's Manual.

### Give Live Presentation Using Microsoft PowerPoint

1. Open the presentation of choice in Microsoft PowerPoint.
2. Under the Tools menu, select "Record Markers". When using PowerPoint 2007, the "Record Markers" option is on the "Add-Ins" ribbon. This will put PowerPoint in presentation mode.
3. Give the presentation as you normally would. The slide transitions and animation effects can be triggered by mouse click (spacebar click) or after an elapsed amount of time, or a combination of both.
4. Once the presentation is complete, there will be an OnCue marker file in the same folder as the PowerPoint file. This marker file will have the name MyPresentation-marker.txt, where "MyPresentation" is the original name of the PowerPoint file (e.g. IntroToOnCue.ppt IntroToOnCue-marker.txt). If the PowerPoint file is on "read-only" media (for instance, a CD-ROM), the marker file will be stored in the root of "C:\".

### Impaticize Slide Show in Impatica for PowerPoint

1. Impaticize the PowerPoint file as usual in Impatica for PowerPoint v3.3.3. If you are using PowerPoint 2007, be certain to save the file with a PPT file extension as version 3.3.3 of Impatica for PowerPoint does not support the PPTX file format. Use the "Generate script file" option to automatically create a script file based on the slide titles and notes of the PowerPoint file.
2. Click Translate.

### Assemble Presentation in Impatica OnCue

1. Open Impatica OnCue and create a new project.
2. Add the source video/audio that was created during the live presentation.
3. Add the marker file that was generated from the Impatica Time Recorder add-in to the project.

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4. Add the script file and translated Impatica file (slide show) to the project.
5. Open the OnCue edit window.

Note: To ensure proper translation, this step is mandatory. The edit window must be opened and the marker file re-saved prior to translation.

6. Since it is likely that the start of the audio/video source and the start of the live presentation did not coincide exactly, a slight adjustment will likely have to be made to compensate. Most likely, slide one will have an incorrect duration. While all subsequent slides have a correct duration, they will have incorrect timings. To correct this, all timings must be adjusted forward or backwards in time. In the edit window, select slide two. While holding down the shift key on the keyboard, select the last slide of the presentation. This will select all of the slides in the presentation except slide one. When all of the slides are selected, they maintain their timings relative to each. With the slides selected, click and drag slide two, moving it either left or right (backward or forward in time). The video in the top left corner of the preview area will show the frame of video that corresponds to the current position of slide two. Once slide two is correctly synchronized with the video, the subsequent timings will now also be correct.
7. Close the edit window and save the marker file when prompted.
8. Select the template file provided by Impatica.
9. Set the video options as desired and click Translate to generate the OnCue presentation.

## Possible Start-Time Edit Requirement

As previously described, the goal of this add-in is to synchronize the slides of a live presentation to the audio or video recorded at the time of the presentation. A particular challenge in achieving this goal is synchronizing the very beginning of the presentation to the very start of the audio or video. For example, in some cases, the video recording begins prior to the slide show being presented. In other cases, the first, introductory slide, may be displayed before the video recording begins (for example, as students fill a classroom). In order to accommodate these very different scenarios it is likely that a small adjustment will have to be made to the beginning of the presentation using the OnCue edit window. Refer to step 6 in *Steps for using the Add-in—Assemble Presentation in Impatica OnCue* for instructions on how to make this adjustment.