



PRECONFERENCE TRAINING WORKSHOPS

Monday, April 12, 2010

8:00 – 9:00	Training workshop registration
9:00 – 9:45	Setting Up, Configuring and Using the Mediasite Recorder
9:45 – 10:45	Managing Mediasite Content (Administration)
10:45 – 11:00	Break
11:00 – 12:00	Managing Mediasite Content (Catalogs and Content Delivery)
12:00 – 12:30	Box lunch
12:45 – 1:30	Managing Mediasite Content (Reporting and Advanced Delivery Options)
1:30 – 2:30	Understanding and Configuring Mediasite Security
2:30 – 2:45	Break
2:45 – 3:15	Mediasite Server Deployment
3:15 – 4:15	Integrating Mediasite with A/V Systems

MSR-101: Setting up, Configuring and Using the Mediasite Recorder

At the end of this course, learners will be able to:

- Setup and configure the Mediasite Recorder
- Successfully record a presentation locally to the recorder
- Understand environmental/room considerations and how to best accommodate them for high quality recording
- Remotely monitor one or multiple recorders
- Troubleshoot common problems

Hands-on exercises will be used to explain and demonstrate:

- Recorder setup and configuration basics – general recording environment; video, audio and VGA/DVI inputs; basic bandwidth and network requirements
- Production value basics – audio levels and quality; camera tips; lighting tips; presenter recommendations
- Recording basics – device input selection; recording workflow for live and on-demand; pause

- Advanced recorder features
 - Capture settings – frames per second, image stabilization, sensitivity, etc.
 - Encoding profile basics and selection
 - High motion video switching
 - Pushing images and custom images
- Remote recorder management using the web interface or Mediasite Recorder Control Center
- Troubleshooting common problems and solutions

Estimated length: 45 minutes

Prerequisites: none

CTS renewal units: 1 RU (CTS B-1, CTS B-2, CTS B-3, CTS D-1, CTS-I- A-6, CTS-I C-9)

MSM-101: Managing Mediasite Content (Administration)

At the end of this course, learners will be able to:

- Schedule and customize individual presentations
- Record a live presentation
- Record a presentation locally for manual publishing
- Efficiently navigate, find, modify and move presentation assets in the Mediasite Management Portal
- Manage presenters
- Edit a presentation

Hands-on exercises will be used to explain and demonstrate:

- Mediasite Management Portal components, navigation, search and filters

- Creation of individual presentations
- Presentation customization with presenters, players, links, polls, and closed captioning
- Publishing live, on-demand and publish-to-go presentations
- Live Q&A moderation
- Presenter creation and management
- Mediasite Editor

Estimated length: 1 hour

Prerequisites: none

CTS renewal units: 1 RU (CTS B-1, CTS B-2, CTS B-3)

MSM-201: Managing Mediasite Content (Catalogs and Content Delivery)

At the end of this course, learners will be able to:

- Schedule and fully automate the recording of recurring presentations
- Use presentation templates
- Create custom players
- Develop a catalog publishing strategy and create custom catalogs
- Integrate catalog content into other systems
- Embed Mediasite presentations into other systems

Hands-on exercises will be used to explain and demonstrate:

- Presentation scheduling and Recorder automation options for hands-free recording
- Time-saving presentation templates

- Player customization options
- Catalog structure and hierarchy
- Use and benefits of “linked” and “independent” folders
- Real-world catalog scenarios based on content and audience
- Catalog customization options with branding, themes, layouts
- Linking or embedding a catalog into another system/web page
- Enabling a catalog with downloadable presentation content
- Enabling catalog RSS feeds and subscriptions

Estimated length: 1 hour

Prerequisites: MSM-101

CTS renewal units: .5 RU (CTS B-1, CTS B-2, CTS B-3)

MSM-202: Managing Mediasite Content (Reporting and Advanced Delivery Options)

At the end of this course, learners will be able to:

- Describe the various types of data Mediasite collects and the different types of reports available
- Create and save custom Mediasite reports
- Create private reports
- Export reporting data
- Create Mediasite podcasts
- Work with encoding profiles and server groups

Hands-on exercises will be used to explain and demonstrate:

- Types of data collected by Mediasite
- General report types – What's Being Watched; Presentation Statistics; Presenter Statistics; User Statistics; Authoring Statistics

- New report creation targeting different audiences – use of filters to restrict report breadth; report customization; saving reports
- Private and public report creation
- Exporting reporting data
- Audio podcast creation
- Overview of encoding profiles and server groups

Estimated length: 45 minutes

Prerequisites: MSM-101, MSM -201

CTS renewal units: .5 RU (CTS B-1, CTS B-3)

MSM-301: Understanding and Configuring Mediasite Security

At the end of this course, learners will be able to:

- Describe the relationship between users, groups and roles
- Use the Mediasite Directory
- Understand integration with Active Directory and/or LDAP
- Secure Mediasite content using popular security strategies and best practices
- Explain the options for securely placing content in third party content systems

Hands-on exercises will be used to explain and demonstrate:

- User, group and role creation to limit access to Mediasite presentations
- Assets and operations which can be secured

- Security properties – view, read, write and moderate
- Default security roles
- Directory-based security – Active Directory and LDAP
- Security strategies and best practices
- Content security within third-party solutions such as course or learning management systems
- Other authentication options like single sign-on (SSO) and federated login

Estimated length: 1 hour

Prerequisites: MSM-101, MSM-201, MSM -202

CTS renewal units: .5 RU (CTS B-1, CTS B-2, CTS B-3)

MSD-101: Mediasite Server Deployment

At the end of this course, learners will be able to:

- Explain the major (server) components of a Mediasite deployment
- Determine when to use a two-server versus three-server configuration
- Determine when to use load balancing

This session explains the various Mediasite deployment options including:

- Pre-planning considerations for determining deployment type
- Minimum and recommended server specifications
- Two-server deployment model – required components; configuration; scenarios and benefits

- Three-server deployment – required components; configuration; scenarios and benefits
- Load balancing – understanding high availability; required components; configuration; scenarios and benefits

Estimated length: 30 minutes

Prerequisites: none

CTS renewal units: .5 RU (CTS A-5, CTS A-6, CTS B-2, CTS B-3, CTS-I A-2, CTS-I A-6, CTS-I C-9, CTS-I D-1, CTS-I E-6, CTS-D A-7, CTS-D A-8, CTS-D B-6, CTS-D D-2)

MSD-201: Integrating Mediasite

At the end of this course, learners will be able to:

- Understand integrating Mediasite with a room control system
- Understand integrating a Mediasite Recorder with a video conferencing system
- Understand integrating Mediasite within a broadcast studio environment

This session provides the foundation for integrating Mediasite in a variety of room environment and will cover:

- Room control systems
 - Requirements for Crestron® or AMX® control system integration
 - Recorder operations accessible via room control systems
 - Introduction to Mediasite MCIP (Media Control Interface Protocol) to programmatically perform recording functions

- Video conferencing systems
 - Requirements to integrate Mediasite with common videoconferencing codecs
 - Integration options
- Broadcast/studio equipment

Estimated length: 1 hour

Prerequisites: MSR-101

CTS renewal units: .5 RU(CTS A-6, CTS B-2, CTS B-3, CTS-I C-9, CTS-I E-5, CTS-I E-5, CTS-I E-6, CTS-D D-2)

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