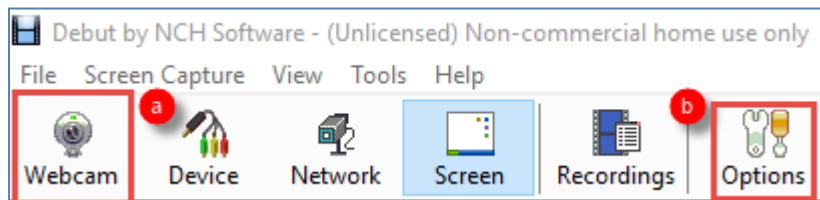# IRT Color Test Video Work Instructions for AECs

It is required the online IRT Color test is video recorded for each student.
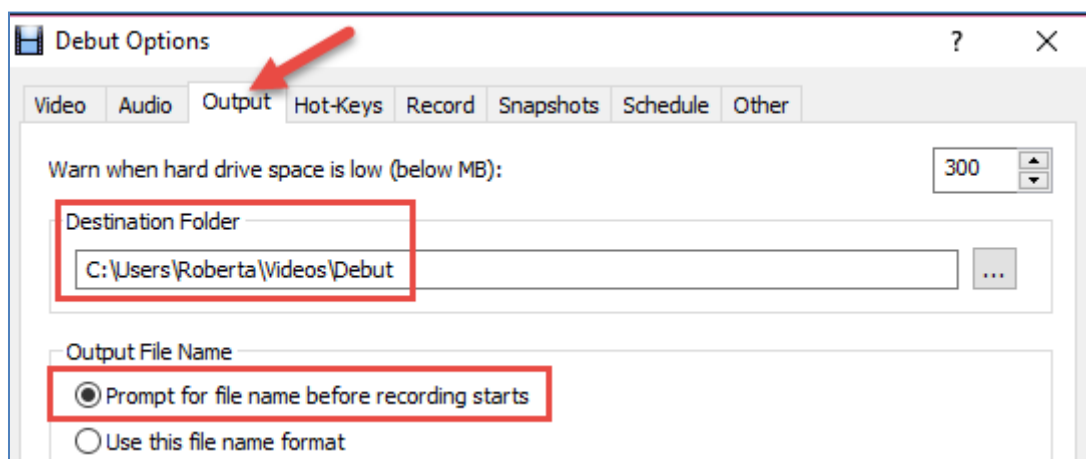
The recording is made through a webcam using Debut Video Capture software. The Debut software can be downloaded from [here](http://www.nchsoftware.com/capture/index.html) (http://www.nchsoftware.com/capture/index.html). The software is provided as a free trial. If the free trial period has expired, you can either purchase the full version of the software or uninstall it and reinstall it to begin a new trial period.
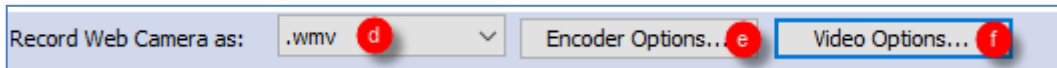
Set up Debut as follows:
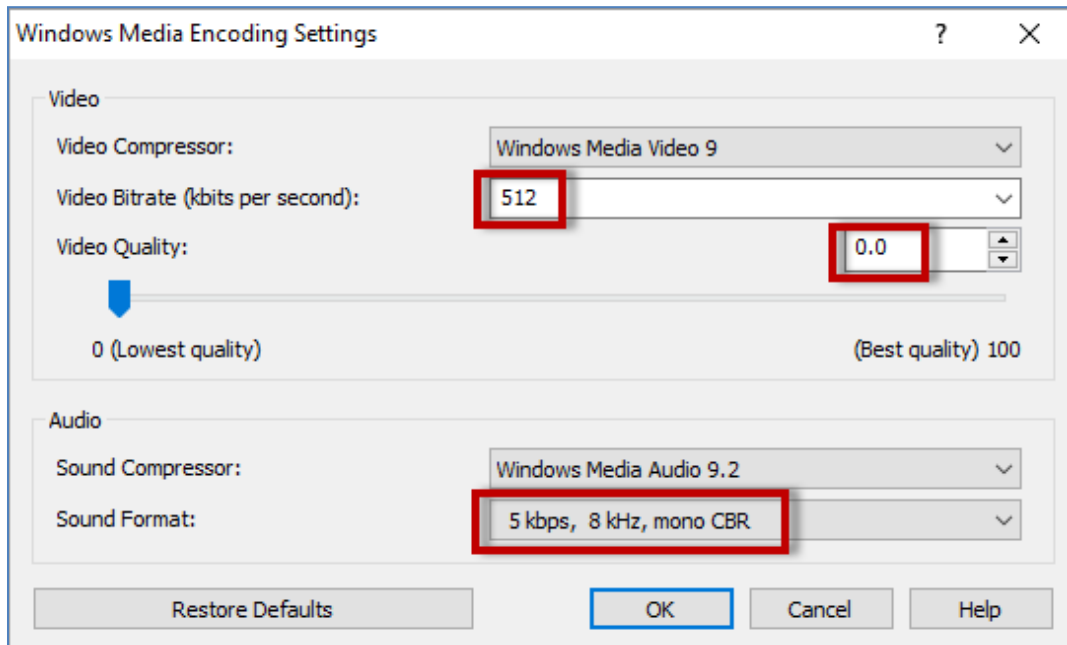
a. Select 'Webcam to capture images through your webcam.

b. Click the "Options" button and then in the Output tab set the destination folder for the video or make note of the default location. You will need to know this location in order to upload the video at the end of the course.

c. Check 'Prompt for file name'. With this option checked, the file name must be entered before the video recording begins. Click 'OK'.
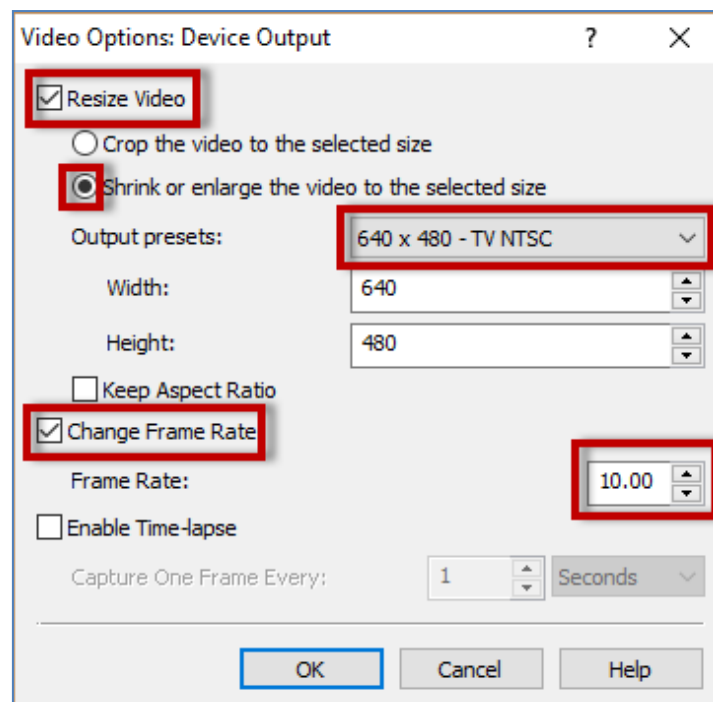
d. Towards the bottom of the window, set the file type for the video as .wmv as this produces good quality with a small file size.

e. Click 'Encoder Options…' and set the bitrate of the video to 512, the video quality to 0.0 and the sound format to 5kbps, 8khz, mono CBR. This is a good balance between quality and file size. Click "OK".

f. Click 'Video Options' and tick 'Resize video', select the option for 'Shrink or enlarge the video to the selected size' and change the setting to '640 x 480 – TV NTSC'. Change the frame rate to 10.00 then click 'OK'.

Recording the online color test

1. Ensure the Safe Exam Browser (SEB) program is installed on the computer (refer ED138 - Safe Exam Browser Installation).

2. For each student, complete the following steps:

   a. Aim the webcam to that the candidate is in view.

   b. Start recording. If the Debut software displays a warning that the format is not recommended for high resolution video, click *Continue*.

   c. When prompted, name the video file <AEC name><exam date><TMS ID>, where <AEC name> is the name of your Authorized Examination Center and TMS ID is the TMS ID of the student who is taking the test.

   d. Run the Safe Exam Browser by double clicking on the *SEB Windows 1.9.1* icon on your computer desktop.

   e. The student logs in using his TMS ID for both the username and the password and clicks on the Take an Exam tab.

   f. When prompted, the authorized invigilator must enter his login and password.

   g. The student completes the test. Please ensure there is no talking during the test.

   h. When prompted, close the Safe Exam Browser window by pressing and holding F3, then F11 and then F6 until all three keys are held down together for 2 seconds.

   i. You can then stop the recording.

   j. Repeat for the next student.

3. The video files must be uploaded to the Mobius ShareFile location here (https://mobiusinstitute.sharefile.com/r-rfd72f00f9a841de9).

   Please ensure the video files are uploaded within 24 hours of when the tests were taken.