The Lecturecast Scheduler tool is typically used by Course Administrators and Tutors to schedule Lecturecast recordings for a specific lecture or series of lectures.

Events will be available in the Lecturecast Scheduler for CMIS room bookings which have been confirmed in Lecturecast enabled teaching spaces.

Schedules can only be created for the current term.

Schedules can be created for individual events or in bulk.

Schedules can only be created for events with a status of 'unscheduled'.

You can only delete a schedule that you created.

For CMIS room bookings >4 hours duration, the event record in the Lecturecast Scheduler will be highlighted in red and have a status of 'nonbookable'. To schedule recordings for these events, contact lecturecast@ucl.ac.uk

Please note that making Lecturecast recordings available is a two step process:

1. Schedule the recording via the Lecturecast Scheduler
2. Make the recording available via Moodle using the Lecturecast Moodle Connector block and the Lecturecast Activity tool.

The training guides in this section provide step-by-step instructions for using the Lecturecast Scheduler.

Where these training guides include the 'Completed Events' tab please be aware that this tab is not yet available.

Training guides

1. Learning the Basics
2. Create and Edit an Individual Schedule
3. Create Bulk Schedules
4. Delete a Schedule

Log in to Lecturecast Scheduler