# AT&T Connect®
# Recording Converter User Guide
## v1.0

**April 2014**

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**Disclaimer**

# Contents

# Introduction

The AT&T Connect® Recording Converter utility lets you convert AT&T Connect recordings (VCM or VCR) to a standard format. You can convert the recording to a video format (MP4) or extract only the audio track from the recording and convert it to M4A/WAV.

The Recording Converter comes with six predefined formats (profiles). For example, if you need your recording to be played on an iPhone® device, you can select the iPhone profile.

The Recording Converter captures the conference's audio track and the content displayed on the whiteboard whether it be as a result of application sharing, inserted material, Web tours or annotations.

The Recording Converter can run as an application with a user interface, or can be invoked from a command line for bulk conversions.

**Note:** The Recording Converter doesn't capture video that was played during a conference, whether inserted as materials or whether played during a Web tour.

## Video size

The video size depends on the original recording size, the content of the recording, and the profile (destination size)

**General rule: The video size is about 1.5-3 times larger than the size of the original recording.**

## Conversion time

The amount of time needed to convert a recording is a result of the capture time and the video encoding time.

The capture time is fixed and determined only by the duration of the recording and the playback acceleration factor (Speed X=4). Since a 4x acceleration factor is normally used, the capture will take exactly 25% of the recording's duration.

The video encoding time depends mostly on the machine's power. The more powerful the machine is, the faster it will run the conversion. Roughly, this is 25% of the recording's duration.

**General rule: The conversion takes ~50% of the original recording duration.**

## How do I download the Recording Converter?

1. Go to the AT&T support site at http://www.corp.att.com/attconnectsupport/downloads/.
2. Click the **Recording Converter** link and then download the setup package.

# How do I open the Recording Converter?

Click the Windows® **Start** button and search for the **Recording Converter Utility**.
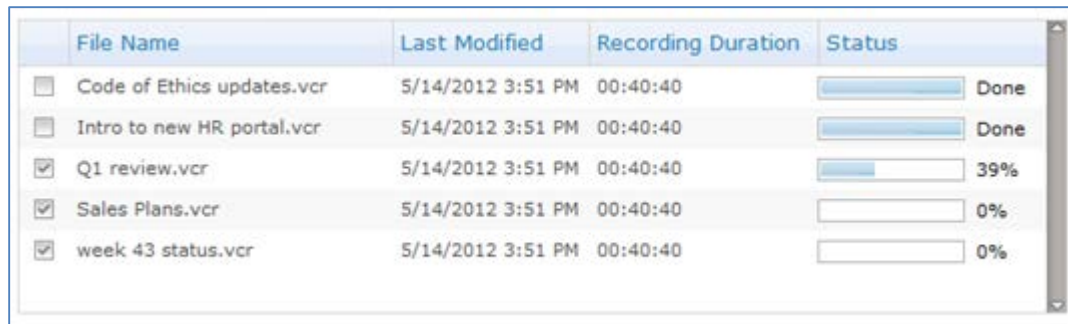
## What you see

The **Recording Converter** window is divided into three sections. The first section has buttons for adding, removing, and converting a file. The second section is a scrollable list of the files that are being converted. Additional information is provided about the files, including a progress bar. The third section is for choosing the output folder and format.
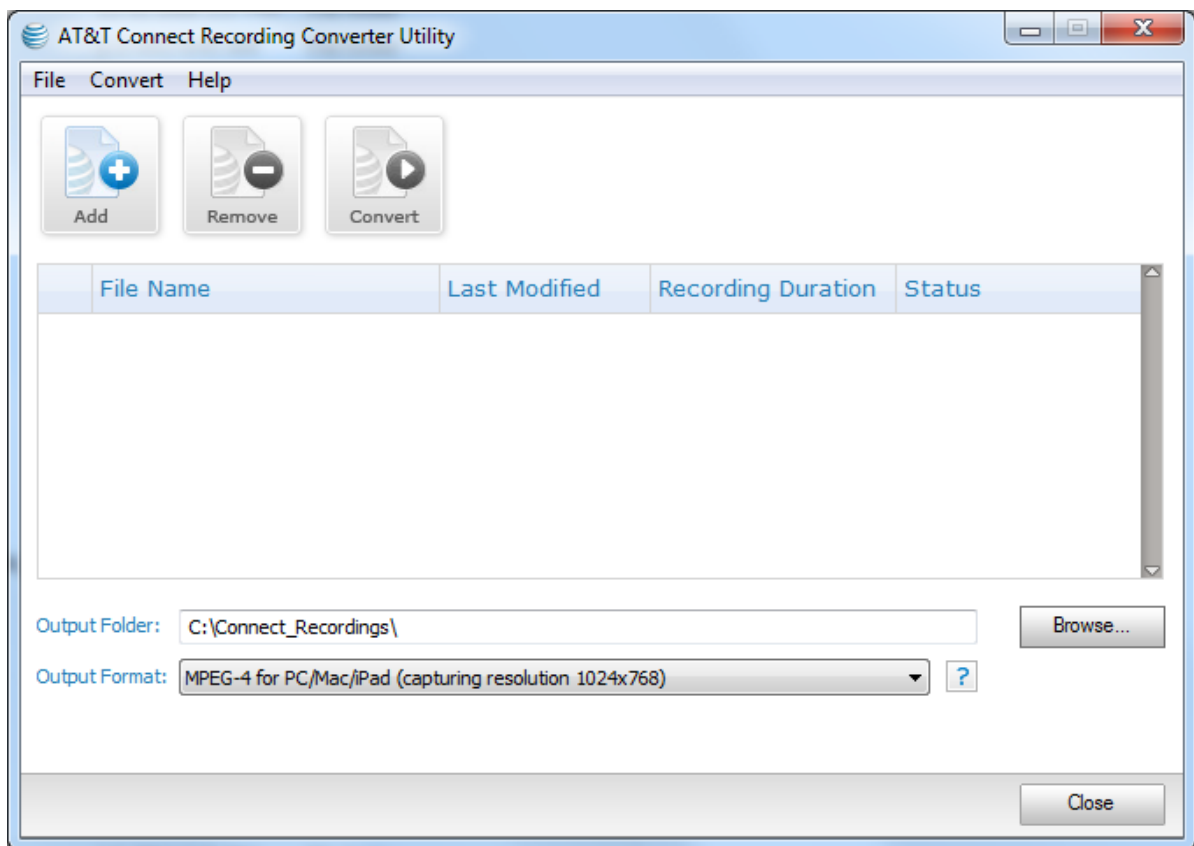
# Converting recordings

## Adding a recording

1. In the Recording Converter, click the **Add** button, or from the **File** menu click **Add Recording** to open a file-browsing window and select the recording to be converted.
2. Select each of the files that you want to convert and click **Open** (the file must have a .vcm or .vcr file name extension). The file name is then displayed in the scrollable list of the **Recording Converter** window.



## Converting a recording

1. In the **Recording Converter** window, click the **Browse…** button to locate the output folder for the converted file.
2. From the **Output Format** dropdown list (shown below), choose the desired format (profile).
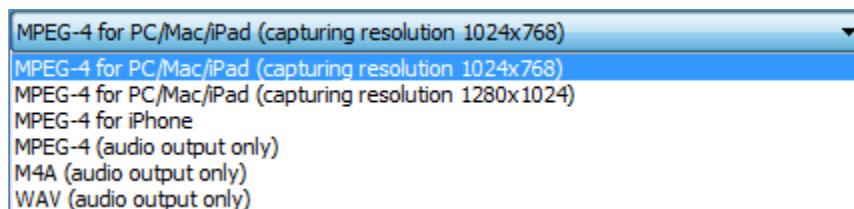


3. From the **File List** selection column, select the checkbox for each file that you want to convert and then click the **Convert** button, or from the **Convert** menu, click **Start Converting**.
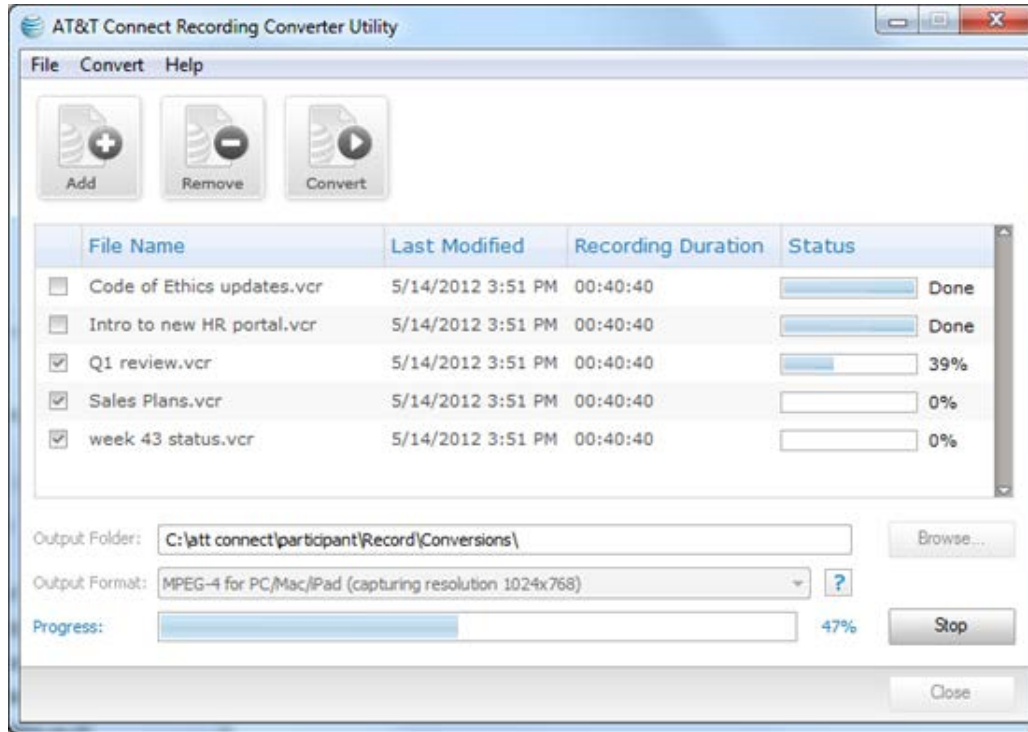
A progress bar in the **Status** column of the file list indicates how the conversion is progressing. When more than one file is converted at a time, a progress bar at the bottom of the window estimates the combined progress of all the files.

# Recording formats

| Name | Definition |
|---|---|
| MPEG-4 for PC/Mac/iPad (capturing resolution 1024x768) | The recording converter utility captures the recording's whiteboard content at a resolution of 1024x768, and generates a video file at a resolution of 1024x768. Use this profile when the entire whiteboard content can be displayed at a 1024x768 resolution without using scrollbars. |
| MPEG-4 for PC/Mac/iPad (capturing resolution 1280x1024) | The recording converter utility captures the recording's whiteboard content at a 1280x1024 resolution and generates a video file at a 1024x768 resolution. Use this profile when the entire whiteboard content cannot be displayed at a 1024x768 resolution without using scrollbars. |
| MPEG-4 for iPhone | The recording converter utility captures the Whiteboard content at resolution of 1024x768, and generates a video file at a 480x320 resolution. Use this profile to produce a video for playback on an iPhone. |
| MPEG-4 (audio output only) | Use this profile to produce an audio recording of the AT&T Connect meeting as an MPEG-4 formatted file. |
| M4A (audio output only) | Use this profile to produce an audio recording of the AT&T Connect meeting as an M4A formatted file. |
| WAV (audio output only) | Use this profile to produce an audio recording of the AT&T Connect meeting as a WAV formatted file. |

# Stopping the conversion

If you want to stop converting a recording before it is completed, click the **Stop** button or from the **Convert** menu click **Stop Converting**.

# Opening the Output folder window

After converting the recording, you can open the designated output folder window to access the recording in its new format.

In the Recording Converter, from the **File** menu, click **Open Output Folder**. This opens your designated Output Folder in Windows Explorer.

# Best Practices

Once a recording is converted you can upload the recording to a Website from which users can play the recording using a standard player. To support playing converted recordings on a number of devices such as a PC or iPhone, you can convert the recording into several formats, and users can then play the recording in the most suitable format.

The recording converter is a resource-intensive utility that should be run in the best environment possible—on a strong machine, with a fast I/O and a minimum number of applications that are running on the same machine.

# Removing a recording

1. From the **File List** selection column select the checkbox for each recording that you want to remove and then click the **Remove** button, or from the **File** menu, click **Remove Recording**.
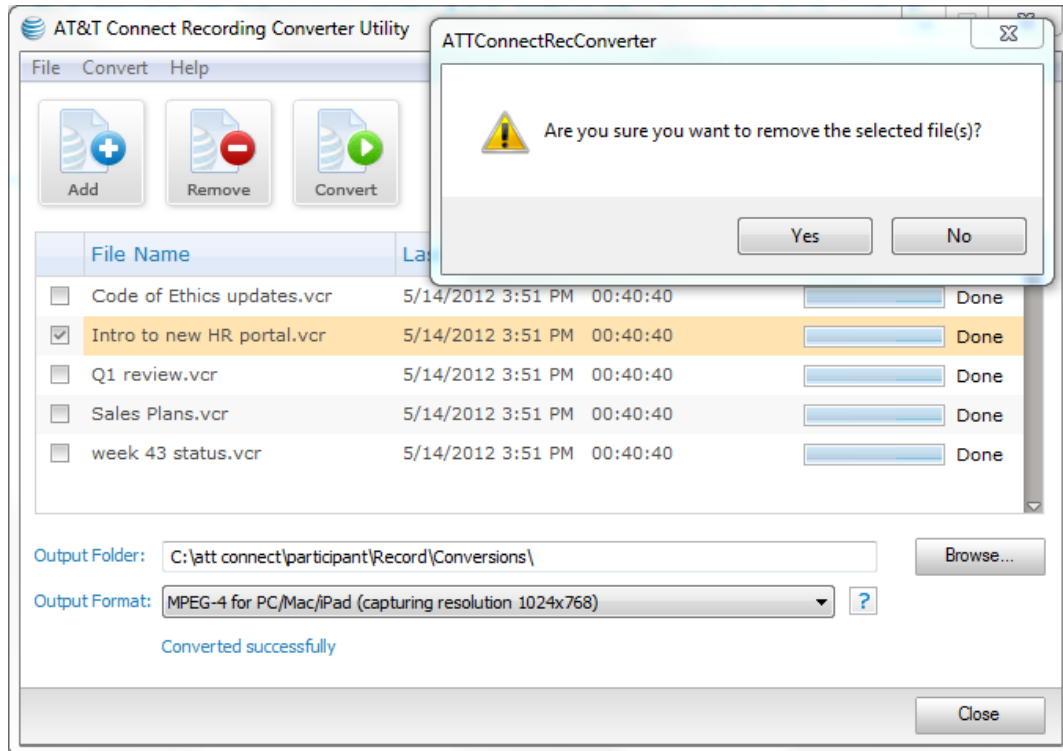
2. Click **Yes** when you're asked to confirm that you want to remove the file.
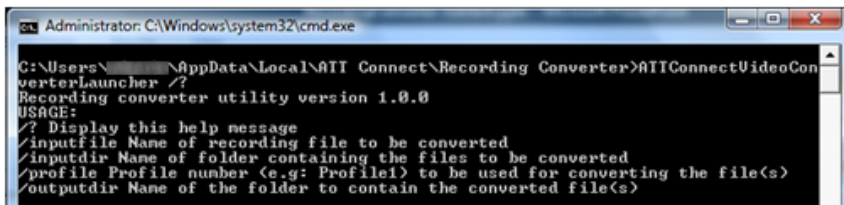
# Using the Command Line to convert a recording

You can convert one or multiple files in the same directory from the Windows command line—all in one conversion session.

1.  Open the command line window.
2.  Change the directory to:

    C:\Users\<username>\AppData\Local\ATT Connect\Participant\Recording Converter

When running the application, information about the conversion progress is displayed on the "stdout" console.  Any error messages or warnings are also displayed to stdout.



## Command Line Arguments

The syntax for the command line is:

```
ATTConnectRecConverterLauncher   /inputdir  "directory for batch
conversion"   /profile   <ProfileNumber> /outputdir "output directory"
```

**For example:**

```
ATTConnectRecConverterLauncher   /inputfile "c:\temp\ondemand.vcr"
/profile profile1  /outputdir  " c:\attaconnect"
```

# Arguments

The arguments are case-sensitive.

| Argument | Description |
|---|---|
| /inputfile | Specifies the recording file to be converted. |
| /inputdir | Specifies the directory containing multiple .vcr and vcm recordings.  The conversion utility processes all recording files in this directory, one at a time, in batch mode. |
| | For batch conversions, the utility will produce an output file with the same name as the input file, but with a different file extension based on the format being generated. Disclaimer: Either the input file or the directory can be specified, but not both at the same time. |
| /profile | Specifies the profile (format) to which the recording files are converted.  All files are converted to the specified format. If no format is specified, uses the first profile. |
| /outputdir | Specifies the output folder in which the converted files are saved. If no output folder is specified, the default output folder used is the one defined in the registry key. |
| /? | Display the following: |
| | Recording converter utility version x.y.xx |
| | USAGE: |
| | /? Display this help message |
| | /inputfile Name of recording file to be converted |
| | /inputdir Name of folder containing the files to be converted |
| | /profile Profile number (e.g., Profile1) to be used for converting the file(s) |
| | /outputdir Name of the folder to contain the converted file(s) |

# Reporting problems

If you encounter a technical problem when using the AT&T Connect Recording Converter Utility you can easily report the problem to AT&T support.

1. To report problems, from the menu bar click **Help>Report a Problem**.
   This opens the Report a Problem dialog box.
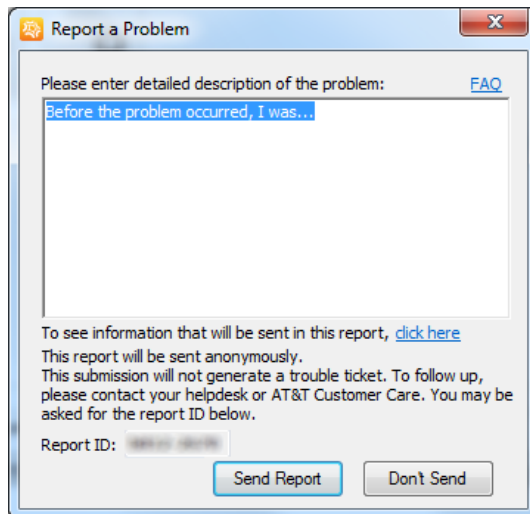


2. Type in the problem description and click **Send Report**. You can also click the **FAQ** link at the top right hand side of the screen for additional information.

**Important:** This submission will not generate a trouble ticket. To follow up, please contact your helpdesk or AT&T Customer Care. You may be asked for the report ID.

# Opening the Log folder

You may wish to view the log of the conversion process. You can include information from the Logs window when reporting a problem.

**To view the Logs window:**

- From the **File** menu, click **Open Log Folder**. The Logs folder opens in Windows Explorer.