

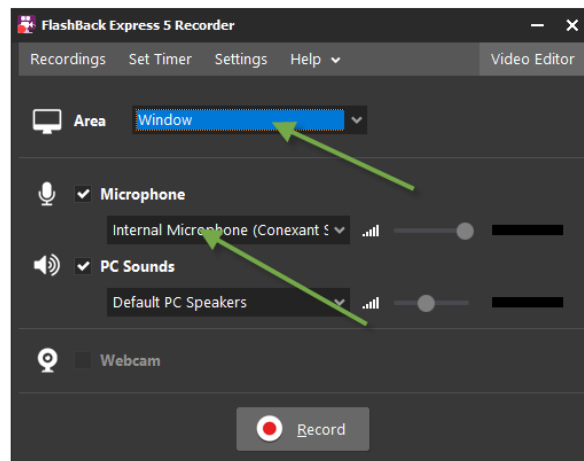
Presentation Recording – FlashBack Express

After downloading and installing, [Flashback Express](#) will be available through your Start Menu.

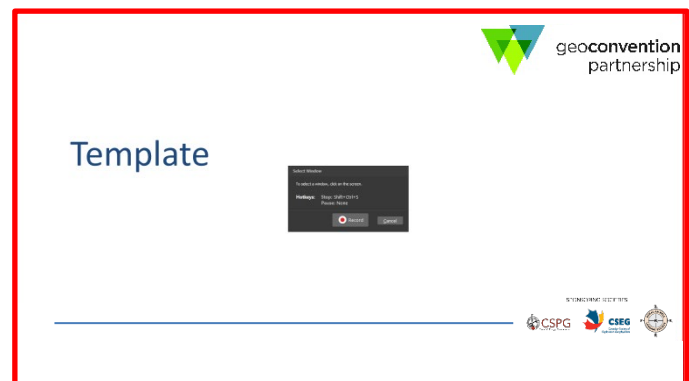
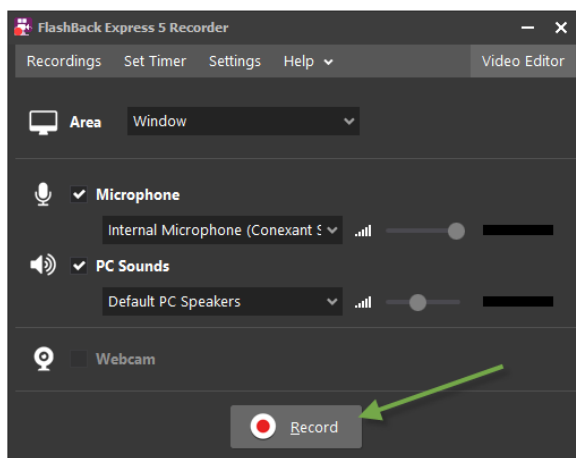
IMPORTANT: Do not record your screen with a higher resolution than 1920 x 1080. If your computer's resolution is higher than that, please change this to a maximum of 1920 x 1080. Here is how to change computer resolution [in Windows 10](#)

To record your presentation, follow the following steps:

- Launch your Presentation through PowerPoint
- Launch FlashBack Express and be sure the Area is set to Window and the microphone is checked and the proper mic is selected



- Navigate to your first slide and begin presentation mode through PowerPoint then click record within FlashBack and click the PowerPoint presentation window. A red outline will be shown around the window





- After the presentation screen is selected, click Record again. A countdown timer will show then the program will begin recording.



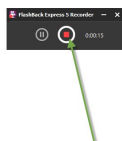
Template



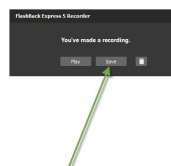
- Upon finishing the recording, press the **stop** on the FlashBack control panel and **save** your recording (note where you are saving it to)



Template



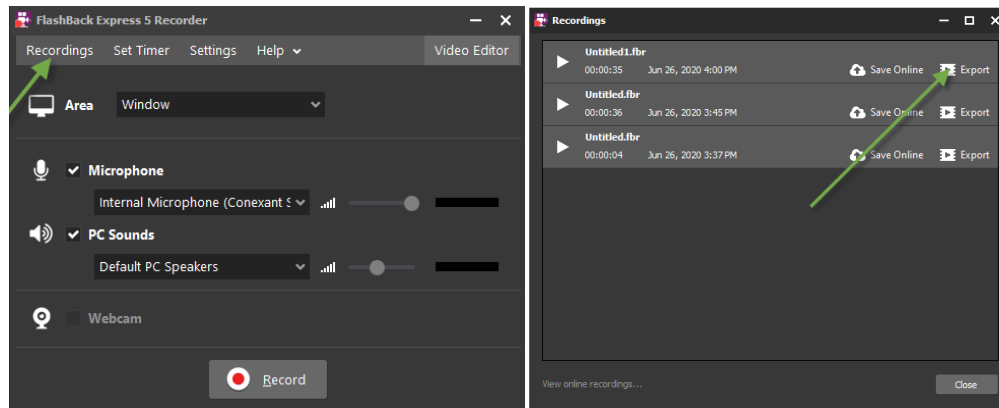
Template



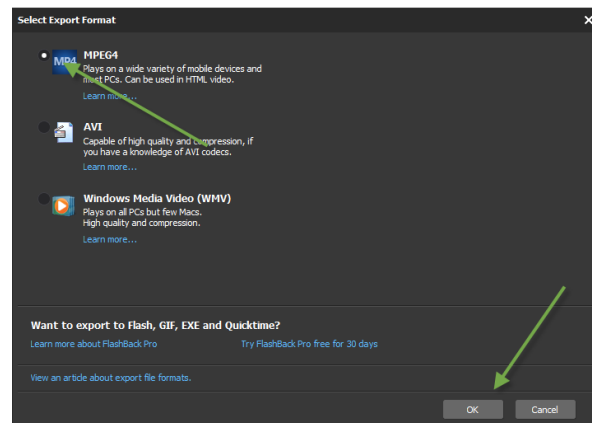
To convert your presentation to MP4

Upon finishing a recording, the system will create a *.fbr file, we will then need to convert it to a *.mp4:

- In the FlashBack Recorder, select the “Recordings” tab
- Select “export” on the fbr file of your recording that you wish to convert



- Select MPEG4 (MP4) then “OK”



- We suggest not modifying any export settings
- Click Export and save the new file to your hard drive. This will be the file that you upload to the [Abstract Manager](#)

