



How to record your talk on your Mac

There are several ways to record your talk on MacOS. You can consult our other instructions if you are using Zoom or PowerPoint, these should be applicable on your Mac as well. Keynote can be used too to record your presentation. Alternatively, it is possible to use MacOS inbuilt screen recording feature.

Recording with Keynote

Keynote has like PowerPoint an inbuilt feature that lets you record your slides. For detailed information visit the following link: <https://support.apple.com/guide/keynote/record-presentations-tan81813d552/mac>

You will find information on how to export your recording here:

<https://support.apple.com/guide/keynote/export-to-powerpoint-or-another-file-format-tana0d19882a/10.3/mac/1.0>

Note: It will be necessary to convert your videos to .mp4 format. We have a short overview on this process using VLC-Player linked in the Indico Q&A section.

<https://indico.desy.de/event/27991/page/3515-questions-answers#Recording%20a%20talk>

Recording your Screen

This is a simpler process that will use the integrated video recording tool in MacOS. This can be accessed by pressing the keys “Shift+Command+5” at once to open the Screenshot toolbar. Here you can select screen recording. For a detailed run-down visit:

<https://support.apple.com/en-us/HT208721>

Note: It will be necessary to convert your videos to .mp4 format. We have a short overview on this process using VLC-Player linked in the Indico Q&A section.

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Check your recording. Stay in the allocated time.

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