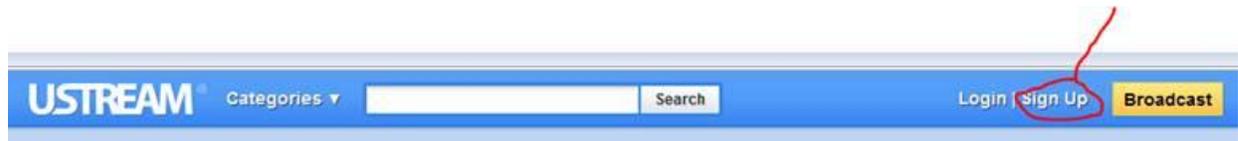


Ustream.tv Tutorial

How to Watch Highland View's Webcast:

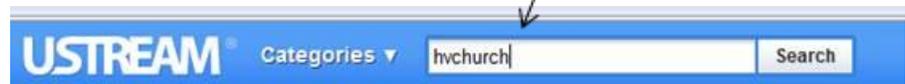
1. Set up a free account with ustream
 - a. Open a browser (I recommend Firefox) and go to www.ustream.tv
 - b. Near the top of the home page, click on the Sign Up link



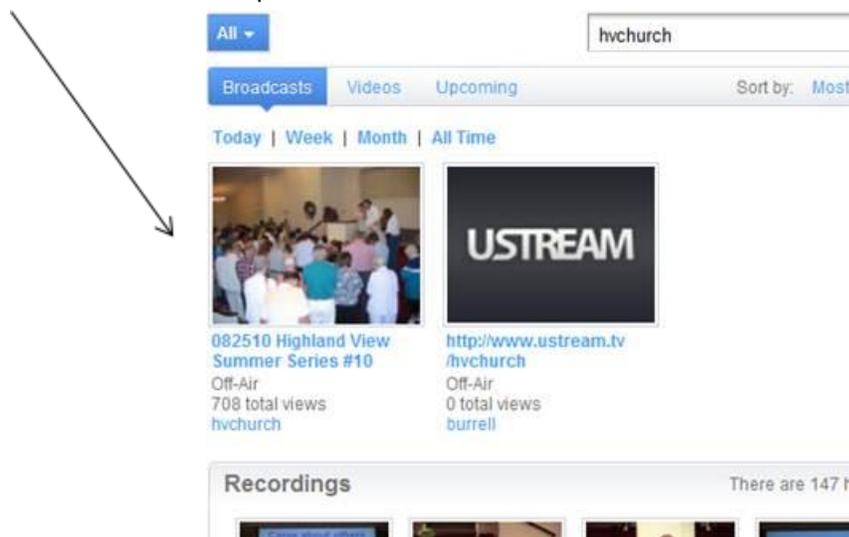
- c. Anyone can have a log-in. The username you choose will be the name shown in any chat room you visit **if** you sign in, so decide if you wish to have a handle such as "gospelgal" or a recognizable name like "bethjinkerson". You'll want to create a separate account if you decide to become a broadcaster as a church entity (see next topic below).

2. Search for content to watch or follow.

- a. Now that you have an account, you can choose to search and view content anonymously (just don't log in) or as a named user (login). If you watch anonymously, you'll show up as a "guest" to the broadcaster and other viewers. You can read the chat room contents, but you cannot send your own messages.
- b. You can search for content by name or by tags (subjects, categories), so explore and see what's out there. I love /theowlbox which has been featured on national news shows and is a webcam/mic inside an owl box with 2 owlets and the proud parent owls.
- c. Highland View's program is called hvchurch so type that into the search window and press search



- d. You'll jump to a screen that shows our logo (see below, picture of members standing around our elders praying at the podium) with some options. You can double-click on the picture and you'll be taken to the "show page" to watch live, or just to see what the chat room looks like. If you want to see a list of our archived videos including your own from this week, click on the VIDEOS tab and pick a show.



- e. When hvchurch is not webcasting live, this window shows a slideshow of about 4 pictures rotating. If we are live that slideshow goes away and becomes a live video feed of our auditorium. Just to the right of the video window is the chat room area. When we are live, and if you are logged in, your username will show up and you can read the live chat, and even write your own input to the chat.

The screenshot shows the Ustream interface for a church broadcast. On the left is a video player showing a church service. To the right is a chat room with a message: "This is the 'chat room' where typed messages appear from all users who signed in." Above the chat is a "Moderator" list with a user named "bethjinkerson" circled. Below the chat is an "Audience" section with a "Person Icon" and a "Send" button. At the bottom left is a "Show info" section for "Highland View Church of Christ Assembly" with 708 total views. At the bottom right is a promotional banner for DirecTV.

Annotations on the screenshot include:

- A blue circle around the "Moderator" list with the text: "Clicking the person icon below will open a column that shows all users that are logged in. The name that shows is your username selected when you signed up for a ustream account."
- A blue arrow pointing to the "Person Icon" with the text: "Person Icon"
- A blue arrow pointing to the "Send" button with the text: "Typing box for your chat; Press send or enter key to send"

3. Become a follower

- To make our program easier to find and to receive advance messages about upcoming events, you can "join crowd".
- The button is yellow and sits above the chat room on the show page. Just click and enter your ustream username and password that you set up in the first section above.
- When you login to ustream.tv in the future, you'll see our logo/program there on your page.

How To Become a Ustream Broadcaster

The ustream.tv site itself has good information on what it takes to set up the operation. For an individual you need:

- A computer or laptop
- A webcam and mic (built-in to PC or connected to it)
- An internet connection
- A ustream.tv account that you intend to use as broadcaster.
 - For example, pick a person to "own" the account such as your tech support person or webmaster. But pick the username as your organization, such as sulphurWellChurch.
 - You'll then log in as that broadcaster and set up your own program. Name it, describe it, set up search tags, upload pictures if you want . . . good instructions abound on the site itself, or I'll be happy to help you at any time (my contact info is below).

For a church broadcast it is not much different. The biggest differences are:

- you will probably want to use your existing PA sound system---cable from your AV soundboard to the microphone in jack on the PC in your "control booth".
- you'll probably want a bigger camera than one that's built-in on a laptop---again, cable from the digicam into a USB 2 or firewire port on your PC.
- When the camera and sound systems are plugged into the PC, go to the ustream.tv site with your browser, login , click broadcast now. This starts the client program and you will follow instructions in a dialog pop up box to allow the connection. Next click "start broadcast" to go live. It really is that simple! There is also a button to record the video broadcast which you can archive for playback on the ustream site under your program site.