





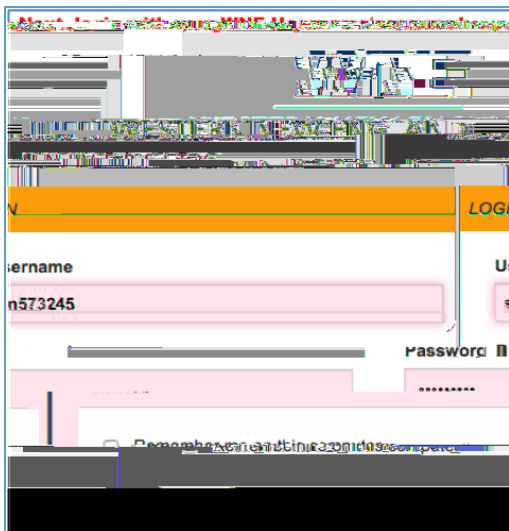
## A A

Clicking "Click here to login", launches a web browser taking you to a "Login with Echo360" page.



Enter your email address and click SUBMIT. Most instructors will need to enter their email as userID@wne.edu. For example the user on the left first enters the email address sn573245@wne.edu .

After the system confirms the email entered matches that of an Echo360 user, you'll be delivered to the University's standard login page where you login with your WNE Username and password.

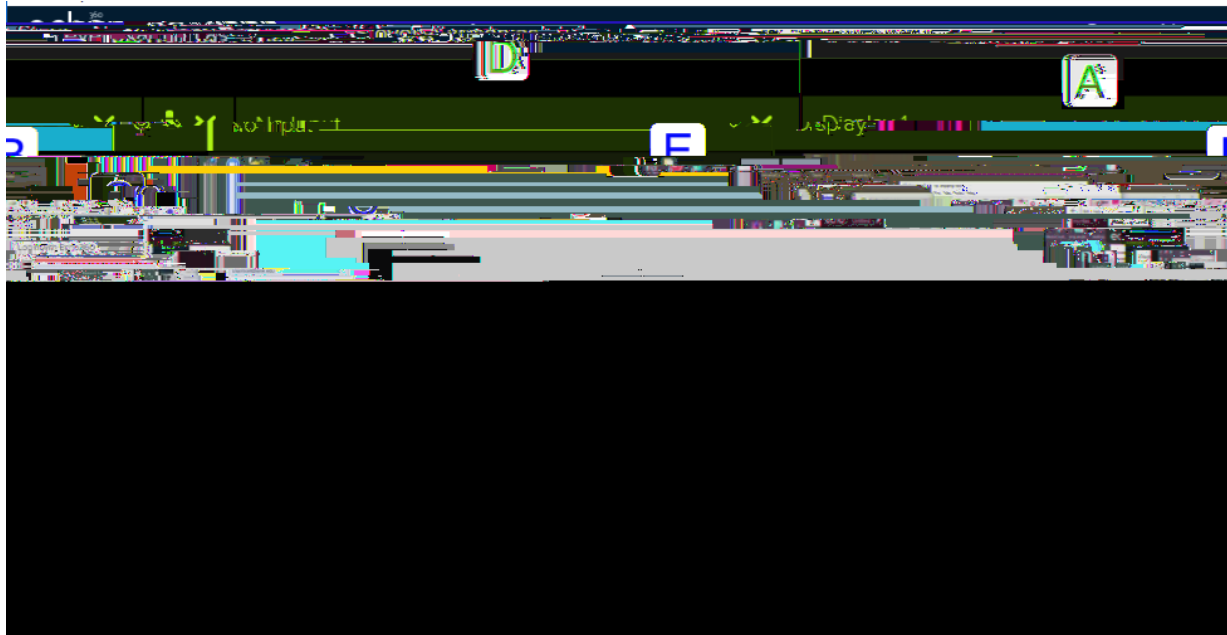


In the example on the left, the user enters his Username (not email address) and Password into the University's login page.

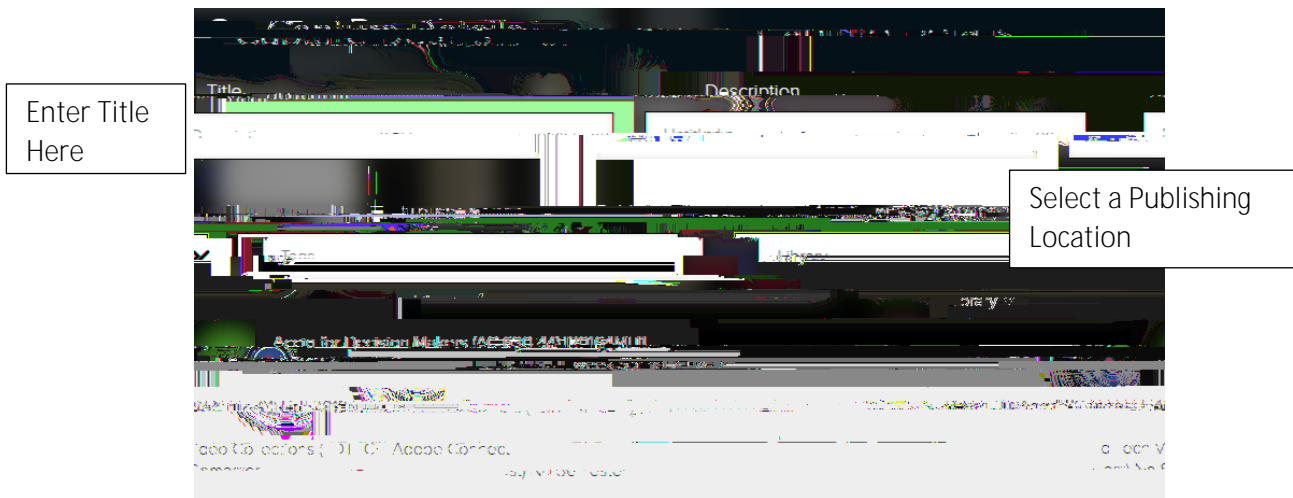
After logging successfully you'll be re-directed back to the Echo360 program. (You may have to click "OK" or "Submit" or "Continue" to allow that to happen.)



Here's a labelled screenshot of what you'll see:



Click the Pencil icon [A] to open the Edit Details dialog:



Title your recording, and select where you want it to be published. You can publish to your Library or directly to one of your Echo360 courses. Then Click Save to proceed.

**IMPORTANT:** Do this first **BEFORE** you start recording. If you forget, your recording will be published to your Library with the name 'Untitled'. (In that case you can login to your account at echo360.org, rename the video, and share it to a course.)

