

Course Number & Title					
Add Link to BB?	<input type="text"/>				
Instructor		Office		Phone	
I would like to use MDR* (Mediasite Desktop Recorder)	Graduate Assistants				
On Campus Access? ¹	Live Recording Needed? Will you have students who need to view in real time?				
Year		Semester			
Course/Recording Begins (date)	<input type="text"/>		Course/Recording Ends (date)	<input type="text"/>	
Meeting Days	Mon <input type="checkbox"/>	Tues <input type="checkbox"/>	Wed <input type="checkbox"/>	Thurs <input type="checkbox"/>	Fri <input type="checkbox"/>
Class Starts At (hh:mm)			Class Stops At (hh:mm)		
Room Number for Classroom Recording			Dates Recording Not Needed -		

****Please indicate in Special Instructions below if you want students to create or upload content to Mediasite using Mediasite Desktop Recording Software.***

Request for Re-Release of Mediasite Recordings

Please complete the following form if you plan to re-use Mediasite Recordings from a previous semester. The OET takes all links for a semester offline approximately 1 month after semester ends. Therefore if you plan to use recordings from a previous semester we must provide you with a new URL.

Course Number					
Course Title					
Instructor		Office		Phone	
Year Recorded		Semester Last Distributed			
Course Begins (date)	<input type="text"/>		Course Ends (date)	<input type="text"/>	
On Campus Access?					

***Special Instructions**

¹ OET gives access to recordings to Distance Students only; please indicate if you want On Campus student access.