Teleprompting

How to Manage Teleprompting Text

	FAQ → Content Reservations Teleprompting Job Queue							
	Teleprompting Text							
	Title	\$	Created 🗸	Last Modified	٥	Actions		
	Type Here to Filter		Type Here to Filter	Type Here to Filter		Reset Filters		
	Gettysburg Address		01/05/17	01/06/17		🗹 Edit 🛍 Delete		
	+ Add Teleprompting Text					E		

- 1. The Teleprompting link will bring you to the page shown above
- 2. The Add Teleprompting Text button allows you to add a new teleprompting text
- 3. The Edit and Delete buttons allow you to edit and delete your text respectively

Adding/Editing Teleprompting text

Title *			
imited to 150	characters.		
Text *			
R Save			

- The **Title** is the identifying title for the text
- The **Text** is the text content for the teleprompter

Presentation Mode	Camera Controls	Teleprompti	ng	Profile Options
Stop				Reset
Direction: None		\mathbf{n}		
Speed: Non		Slower	Fste	2
Font: None				-
\sim				
, Peleprompting	File Selection	i		
Clear Teleprompt File				
Filter Type	here to search for file			
Title		Date Created	_	
CS 240 - Lecture 1		12/12/2016	(6)	Use

How to Use Teleprompting Text

- 1. When you are in a studio that supports teleprompting, the **Teleprompting** tab will be visible
- 2. The Teleprompting File Selection section allows you to choose the teleprompting text
- 3. If there is a file loaded into the teleprompting currently, you can use the **Clear Teleprompt File** button to clear the teleprompter
- 4. Typing into the **Filter** text box will filter the list of teleprompting texts
- 5. The teleprompting texts you have saved will be listed here
- 6. Press the **Use** button next to the teleprompting text you wish to use and the text will be loaded into the teleprompter