**WebEx**

**Should I schedule live lectures or pre-record?**

Many factors are considered in this decision, such as student access to technology and the Internet, student schedules, your schedule, need for accommodations (captioning) vis à vis cost, etc. If you are simply lecturing without any student interaction, you may wish to consider recording lectures and uploading them to your CANVAS course. Ensure the (auto) subtitles/captions are turned on prior to recording. Once you are finished you must edit your captions for accuracy.

**Closed Captioning Questions and Answers:**

<https://help.webex.com/result/captioning/%5B%5D?offset=10&order=Relevance>

**Editing pre-recorded video lectures:**

Click on your video

Look to the right for the pencil icon

Click the pencil icon to begin editing

**WebEx General Help:**

<https://help.webex.com/en-us/>