Moving and re-using KentPlayer recordings

If you’d like to move a KentPlayer recording between folders or reuse a recording made in a previous academic year, you can do so by accessing player.kent.ac.uk.

Once logged in, use the ‘browse’ option (1) in the left hand menu to navigate to the relevant folder in which your recording is located. Once you have located the relevant folder, click on its title to show its contents.

You will now see all of the recordings in the given folder.

Hover the cursor over the recording to reveal the various administration controls available for that recording (e.g. settings, share, edit, stats, delete).

In order to move or make a copy of a recording, you will first need to select the recording using the checkbox (2).

You can repeat these steps to select additional recordings within the folder.

Once the recording(s) has been selected, some addition controls will reveal themselves at the top of the screen.

Click ‘copy’ (3) if you’d like to make a copy of an existing recording for another folder or click ‘move’ (4) to simply move a recording from this folder to another. Note: In cases where you are reusing content from a previous academic year it is preferential to **copy rather than move** a recording as moving a recording will prevent students from a previous academic year from accessing the original recording.

Clicking either ‘copy’ or ‘move’ will open a pop-up window. Within the pop-up window, you will see a list of the recordings that you have selected to either copy or move (5). Use the search box (6) to search for the destination folder by module code, use the dropdown menu (6) to reveal all folders you have access to.

Select the destination folder from the search results and then click ‘move’ (or ‘copy’ – depending on the action required).

When either moved or copied, the recording(s) will re-process in their destination folder and will be available to view as soon as processing has completed.