



# Division of Technology and Advanced Solutions

## Logging into Echo360 Universal Capture

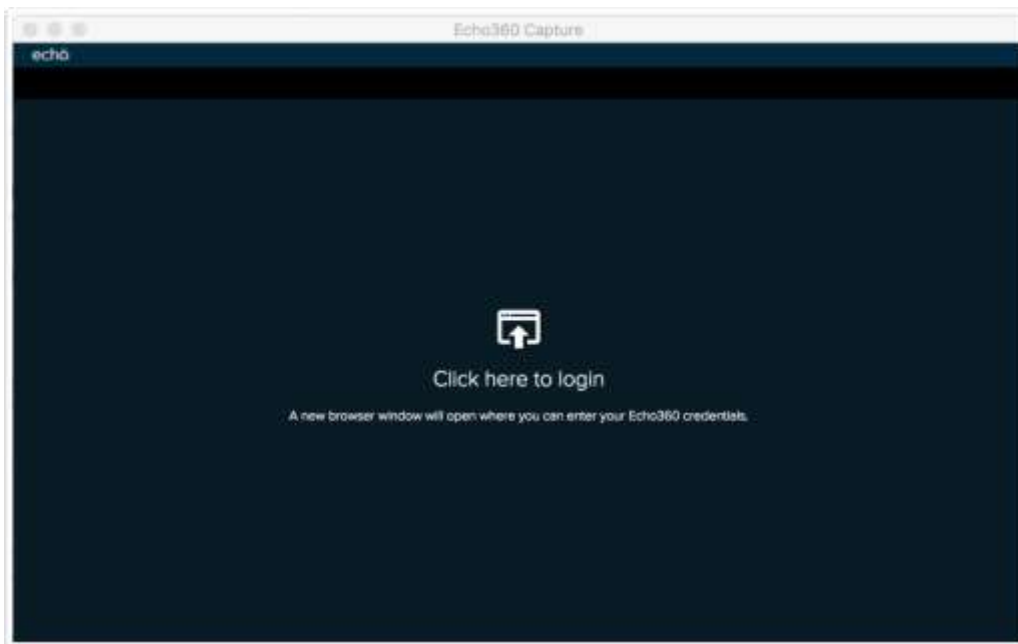
This guide will demonstrate how to start using Echo360 Universal Capture on your computer

### Opening Echo360 Capture



To get started, look for **Echo360 Capture** under **Start>All Programs (Windows)** or in the **Applications** folder (Mac).

### Logging into Echo360 Capture



Upon launching Echo360 Capture, you will be prompted to click to launch a web browser window to log in.



# Division of Technology and Advanced Solutions

## Entering your Email Address

echo

Enter email

Enter your school assigned email address. If your school uses single sign-on you will be redirected to the appropriate login page.

Email

Enter your UT email address here

SUBMIT

[Alternate login](#)

A new web browser window will launch, which will ask you to enter your UT email address and then click the **Submit** button.

## Entering your UTAD Credentials

The University of Toledo

Sign in with your organizational account

Username

Password

Sign in

On the next screen enter your UTAD username and password to log in. Your web browser may ask you to launch the Echo360 capture app to continue, and the app will now launch.



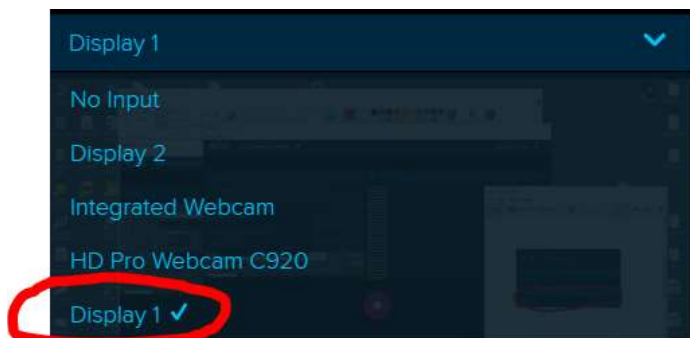
# Division of Technology and Advanced Solutions

## Selecting Input Types in Echo 360

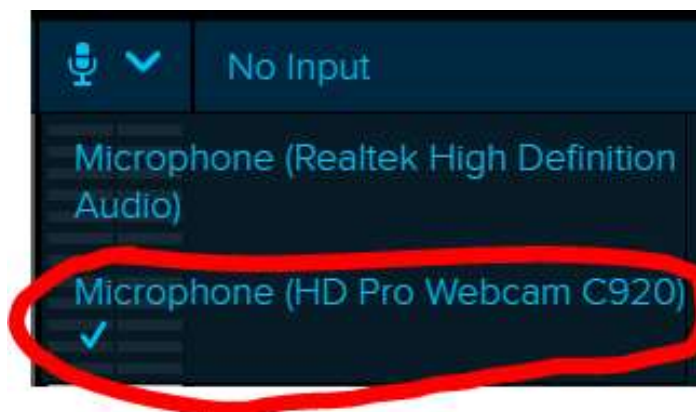
On the Echo360 screen, there are three dropdowns that control the input for video, desktop, and audio.



**Dropdown 1** – Controls primary video input. This is typically Display 1 and will show the desktop.



**Dropdown 2** – This is your audio input. When using the USB attached Webcam, you will want to choose “Microphone (HD Pro Webcam C920)”.





# Division of Technology and Advanced Solutions

**Dropdown 3** – Additional video input. Normally this will be No Input. If you wish to use the camera to show yourself or the class, choose “HP Pro Webcam C920”

A screenshot of a dropdown menu with a dark blue background and light blue text. The menu is open, showing five options. The top option is "No Input" with a downward arrow icon. The second option is "No Input" with a checkmark icon. The third option is "Display 2". The fourth option is "Integrated Webcam". The fifth option is "HD Pro Webcam C920".

No Input	▼
No Input	✓
Display 2	
Integrated Webcam	
HD Pro Webcam C920	