EUROPEAN COMMISSION
DIRECTORATE GENERAL FOR INTERPRETATION

Provision of Interpretation
Multilingualism and interpreter training support

SPEECH REPOSITORY 2.0

User Manual

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Commission européenne/Europese Commissie, 1049 Bruxelles/Brussel, BELGIQUE/BELGIË - Tel. +32 22953808
scic-speech-repository@ec.europa.eu

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The Speech Repository is an online e-learning tool. It contains video recordings of real-life speeches and tailor-made pedagogical material speeches which give the interpreter and interpreting students an opportunity to practise and improve their interpretation skills.

The users' personal data, needed for the proper functioning of the system, can only be stored and used for this purpose.

The use of the system for commercial purposes is strictly prohibited and non-compliance with the terms and conditions will lead to the withdrawal of the access.

If you are an interpretation student or teacher at a DG SCIC partner university, a member of a partner organisation or a professional conference interpreter working for the European Institutions, you can log onto the full version of this e-learning tool, My Speech Repository, through the European Commission's user authentication Service (EU Login).

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1. System Requirements

To use My Speech Repository, these basic requirements have to be met:

Internet connection	You need an active internet connection.
Browser	Use a modern Browser. Current versions of all modern browsers are supported, e.g. Chrome, Firefox, Safari, Internet Explorer or Opera. If you are using an older version of Internet Explorer than Version 11, you have to make sure that the compatibility mode is OFF.
EU Login Account	To use most of the features of the Speech Repository, a working EU Login account is necessary.
Sound card	In order to listen to the audio elements of speeches, your PC needs a sound card installed and speakers / headphones attached.
Adobe Flash player	Depending on your PC operating system and browser version, an installation of Adobe Flash player may be required in order to watch speeches online.

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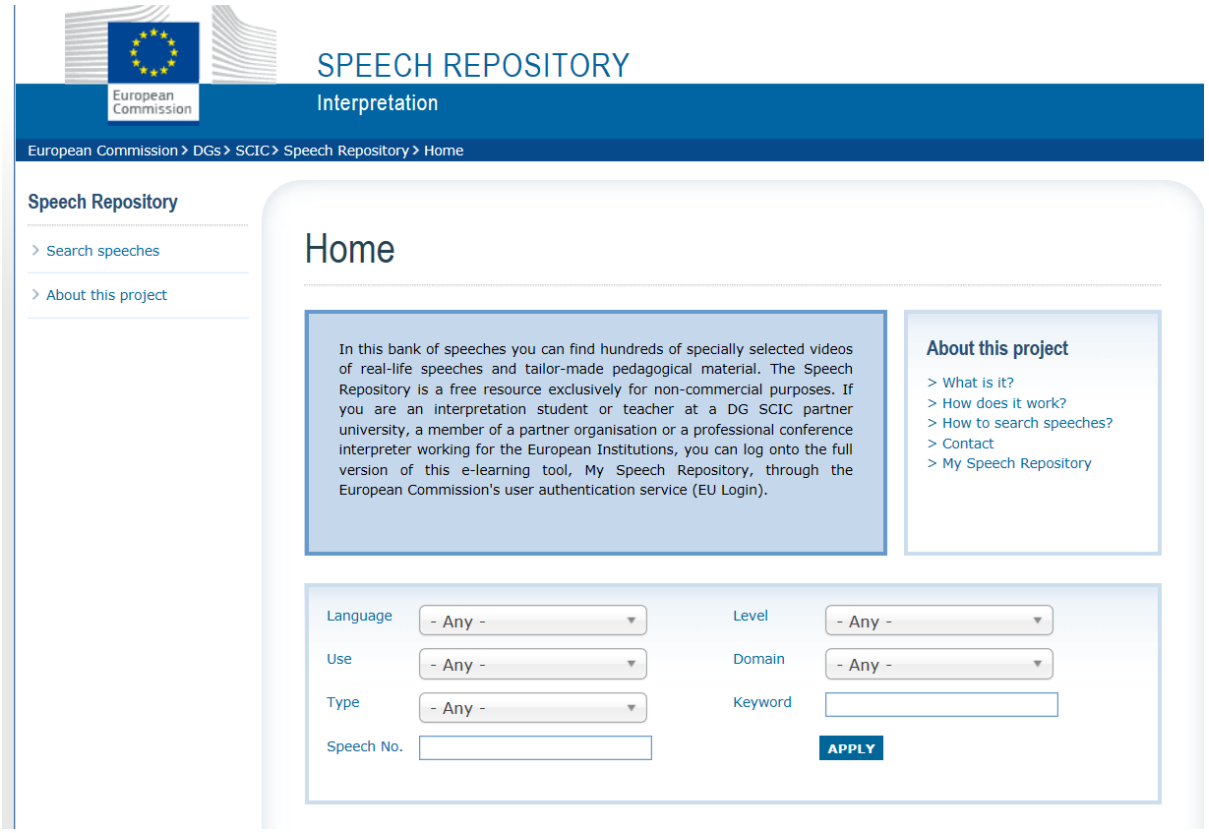
2. Authentication / Registration

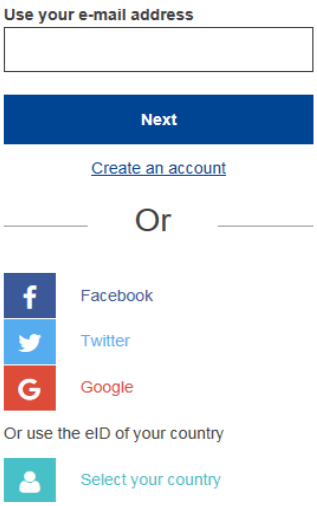
In order to log into My Speech Repository, you will firstly need to register with *EU Login*. On the home page of the Speech Repository (https://webgate.ec.europa.eu/sr/) you can find the link to *My Speech Repository*.

Step 1

By clicking on the link you will be redirected to the login page, with additional information on how to get an *EU Login* account if you don't have one already.



Sign in using social media without an EU Login account



You also have the option to login with your Facebook account. Signing in with social media is only available for a limited number of services. It does not require creating an EU Login account. When social media sign in is available, the different options are displayed on the EU Login main page.
In the example on the left, signing in using Facebook, Twitter and Google is allowed.

After selecting the social media you want to use, you will be sent to the corresponding web site where you authenticate as usual. Some social media may request your consent to send data to EU Login. The following elements are collected: first name, last name and e-mail address. Once authenticated, you are redirected back to the European Commission service you requested to use.

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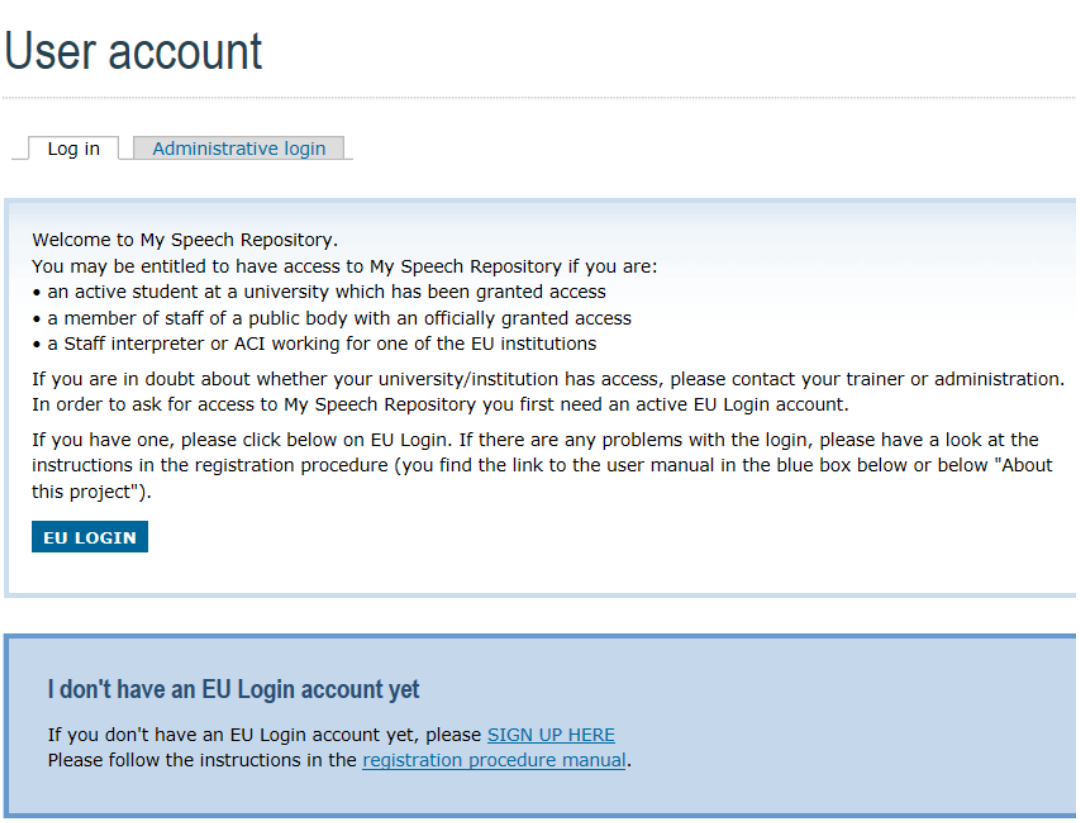
Step 2:

There are three possibilities:

1. **You already have an *EU Login* account and you are not yet logged in**:
   You can click on the button *EU Login* and you will be redirected to the *EU login* page. In that case you can go directly to Step 7.

2. **You have an *EU Login* account and you are already logged in**:
   You can click on *EU Login* and you will be immediately redirected to *My Speech Repository*. In that case you can go directly to Step 8.

3. **You don't have an *EU Login* account yet:**
   Click on the link *Sign up here* below *I don't have an EU Login account yet*.



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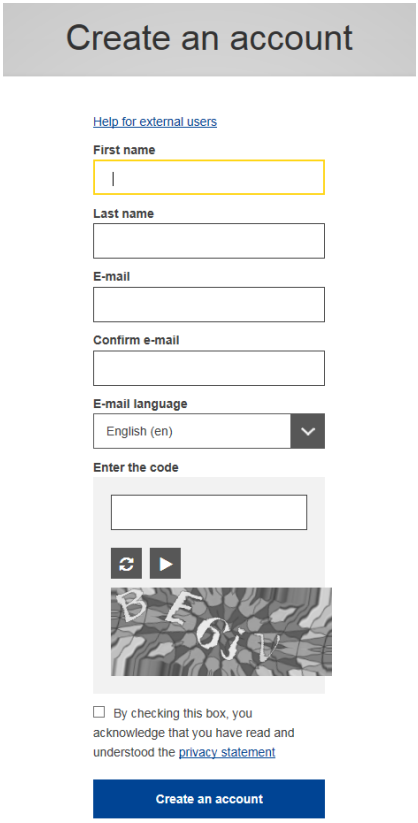

Step 3:

Create an *EU Login* account

Fill in the provided form with your personal details:

- *First name* – Your first name cannot be empty and can contain letters in any alphabet;
- *Last name* – Your last name cannot be empty and can contain letters in any alphabet;
- *E-mail* – An e-mail address that you have access to;
- *Confirm e-mail* – Type your e-mail address again to make sure it is correct;
- *E-mail language* – The language used for e-mails (regardless of the language used in the interface). It guarantees that you are able to understand these e-mails even if they were triggered mistakenly. *EU Login* only sends you e-mails for validating your identity or for notifying you about security events affecting your account;
- *Enter the code* – By entering the letter and numbers in the picture, you demonstrate that you are a human being who is legitimately creating an account. If the code is too difficult to read, click on the button with two arrows to generate a new one;
- Check the *privacy statement* by clicking on the link and tick the box to accept the conditions;
- Click on *Create an account* to proceed.

If the form is correctly filled in, an e-mail is sent to the address you provided in order to verify that you have access to it.
After a couple of seconds, you should receive an e-mail in your mailbox. If you cannot find the e-mail, check your spam or junk folder.

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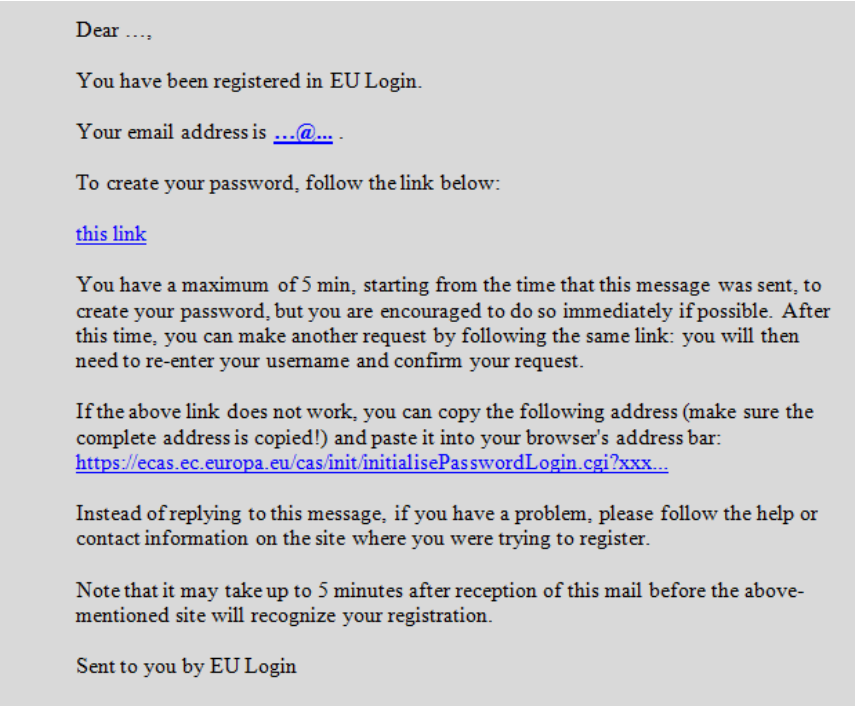


Dear …,

You have been registered in EU Login.

Your email address is …@… .

To create your password, follow the link below:

this link

You have a maximum of 5 min, starting from the time that this message was sent, to create your password, but you are encouraged to do so immediately if possible. After this time, you can make another request by following the same link: you will then need to re-enter your username and confirm your request.

If the above link does not work, you can copy the following address (make sure the complete address is copied!) and paste it into your browser's address bar:
https://ecas.ec.europa.eu/cas/init/initialisePasswordLogin.cgi?xxx...

Instead of replying to this message, if you have a problem, please follow the help or contact information on the site where you were trying to register.

Note that it may take up to 5 minutes after reception of this mail before the above-mentioned site will recognize your registration.

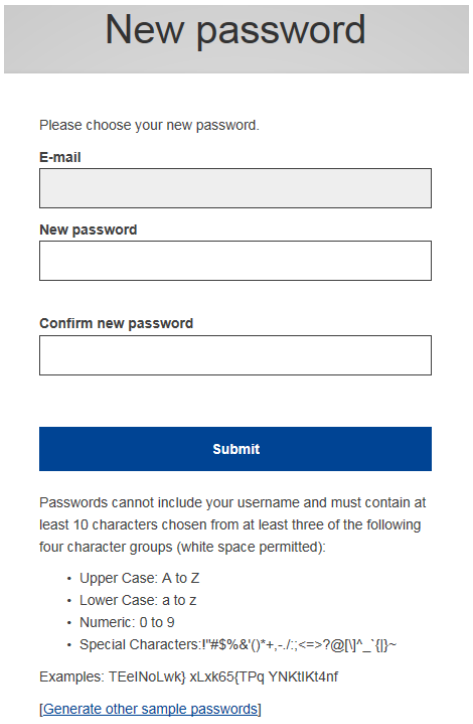
Sent to you by EU Login

Step 4:

Set a password
Click the link in the e-mail or copy/paste it in the address bar of your browser.
You are invited to select a password and to confirm it to make sure you did not mistype it.
The e-mail field is prefilled and cannot be changed.
It should contain the e-mail address you provided previously.

Type the password you want to use in the *New password* field. It must contain at least 10 characters and a combination of:

- upper case letters,
- lower case letters,
- numbers and
- special characters.



New password

Please choose your new password.

E-mail

New password

Confirm new password

Submit

Passwords cannot include your username and must contain at least 10 characters chosen from at least three of the following four character groups (white space permitted):

- Upper Case: A to Z
- Lower Case: a to z
- Numeric: 0 to 9
- Special Characters:!"#$%&'()*+,-./:;<=>?@[\]^_`{|}~

Examples: TEeINoLwk} xLxk65{TPq YNKtIKt4nf

[Generate other sample passwords]

Select a password as long and as complex as you can in order to make your account more secure but keep in mind that you will have to remember it.
Type your password again in *Confirm new password* and click on *Submit*.
You are now authenticated and can proceed to the service you want to use.
Click on *Proceed* in order to do so.

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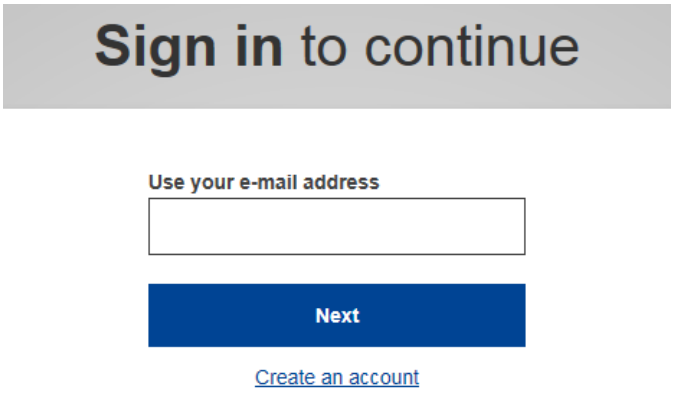
Step 5:



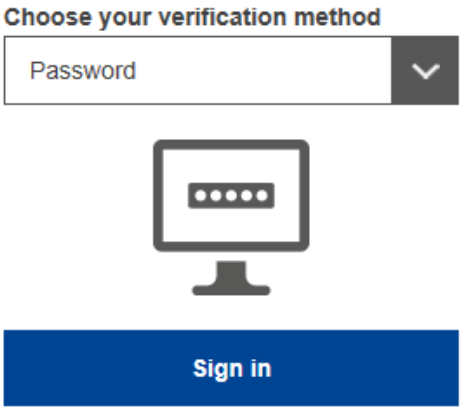
Sign in with an EU Login account.
Once your *EU Login* account is created, you can use it to access a multitude of services. While accessing these services, the *EU Login* screen will display when authentication is needed.

Enter the e-mail address you provided when creating your *EU Login* account in the *Use your e-mail address* field and click on *Next*.
Your e-mail address will automatically be remembered so that you can skip this step next time you use the same browser on the same PC.

Step 6:

Choose your verification method

EU Login supports a variety of verification methods. Using a password is the simplest one. Other verification methods involve using additional devices which can provide more security.
Several verification methods require using the ECAS Mobile App. The ECAS Mobile App is an application that you can install on your mobile device from the Google Play Store (Android), the App Store (iOS) or the Windows Store (Windows Phone). You first need to initialise the application. Using the ECAS Mobile App in combination with the password provides additional security.
Please note that some verification methods might not be available while accessing some specific services.



Sign in with an *EU Login* account using a password Select *Password* as verification method, enter your password in the *Password* field and click on *Sign in* to proceed to the service you requested to use.

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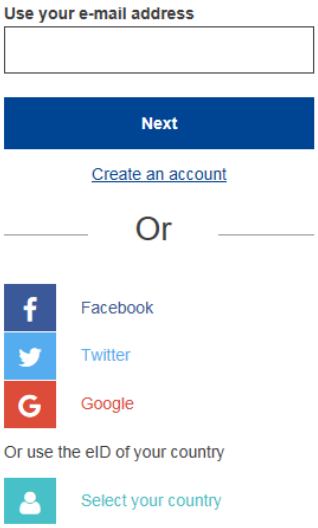
Sign in using social media without an EU Login account



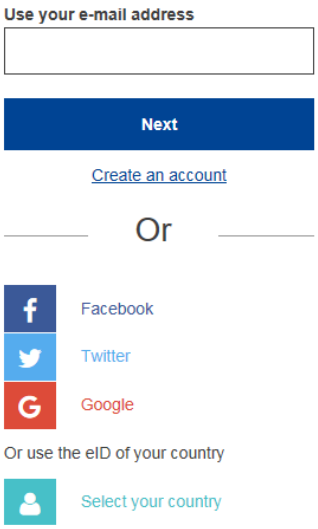
You also have the option to login with your Facebook account. Signing in with social media is only available for a limited number of services. It does not require creating an EU Login account. When social media sign in is available, the different options are displayed on the EU Login main page.
In the example on the left, signing in using Facebook, Twitter and Google is allowed.

After selecting the social media you want to use, you will be sent to the corresponding web site where you authenticate as usual. Some social media may request your consent to send data to EU Login. The following elements are collected: first name, last name and e-mail address. Once authenticated, you are redirected back to the European Commission service you requested to use.

Step 7:

If this is your first login to *My Speech Repository*, you will be asked to apply to an institution in order to gain privileged access. Immediately after your login, you will be redirected to a page where you can choose your institution from the drop-down list and apply for access.

Sign in using social media without an EU Login account



You also have the option to login with your Facebook account. Signing in with social media is only available for a limited number of services. It does not require creating an EU Login account. When social media sign in is available, the different options are displayed on the EU Login main page.
In the example on the left, signing in using Facebook, Twitter and Google is allowed.

After selecting the social media you want to use, you will be sent to the corresponding web site where you authenticate as usual. Some social media may request your consent to send data to EU Login. The following elements are collected: first name, last name and e-mail address. Once authenticated, you are redirected back to the European Commission service you requested to use.

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Once you submit your application, you will see a confirmation page where you can review/modify your application. It is possible to change your application until the institution's delegate has approved your request.

Once your application has been validated by the delegate, your account will be active. It will stay active for a limited period of time which is to be decided by the delegate. By default it is set for one year, however it can be changed at any time by the delegate. Any questions regarding your account should be addressed to your institution's delegate.

Once you have been accepted by your delegate, you have access to your personal space in *My Speech Repository*.

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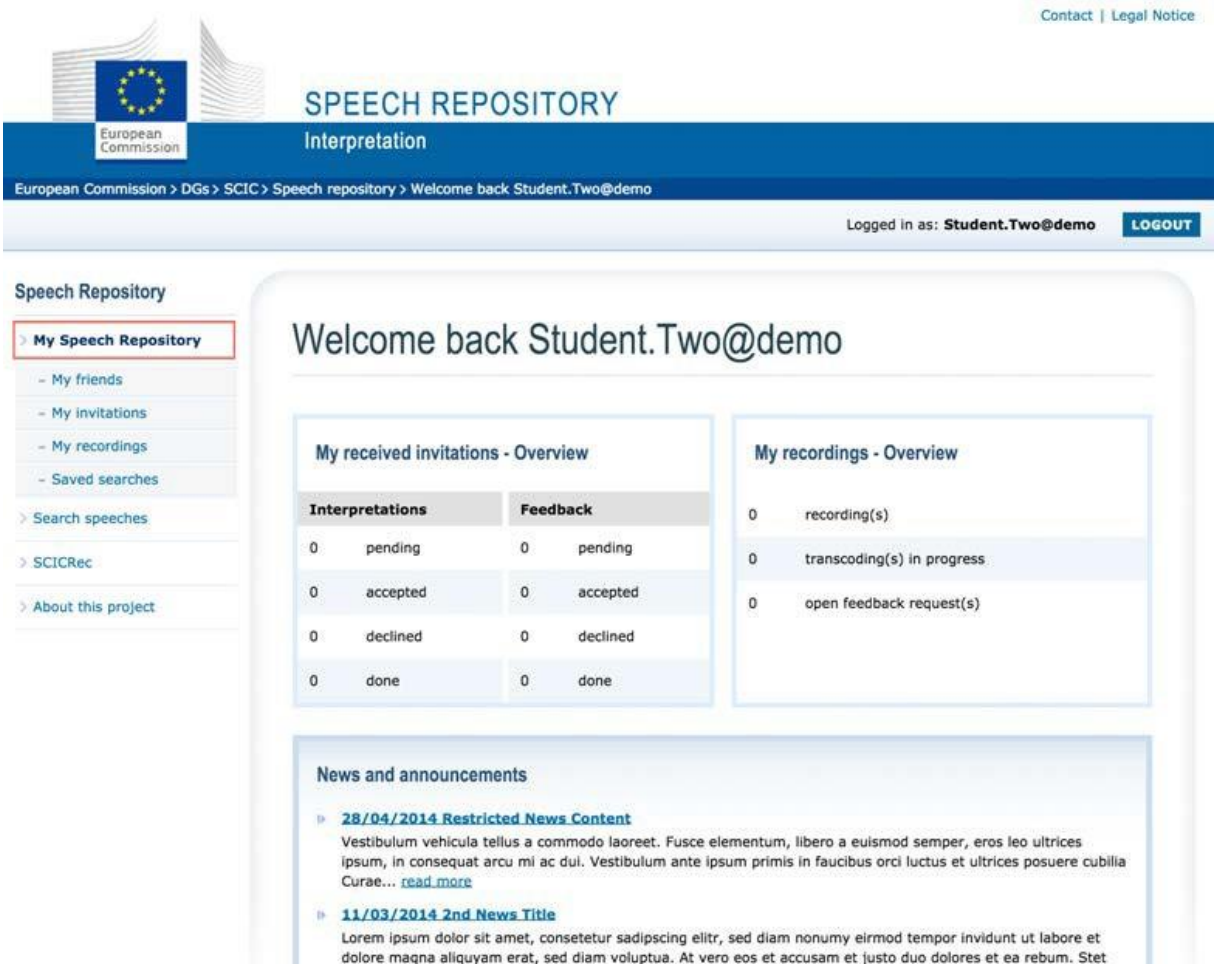
Step 8:

You are now fully authenticated for *My Speech Repository* and can start using the system.



To log out of *My Speech Repository*, use the *Logout* button in the top right corner, right beside your name. This will log you out of the website and redirect you to the *EU Login* logout page, where you can either log out or stay logged in and continue using other European services.

For any questions, problems or suggestions, please contact the Speech Repository Administrator through the contact form.

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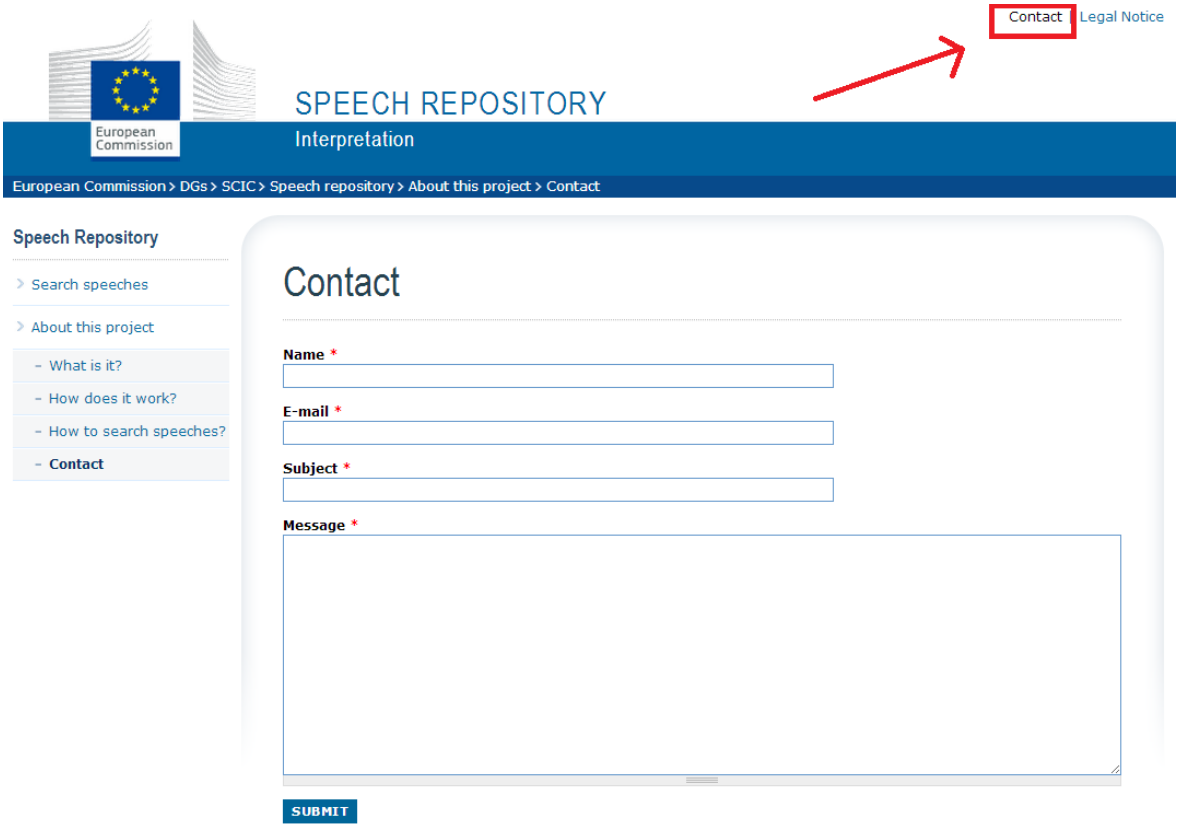

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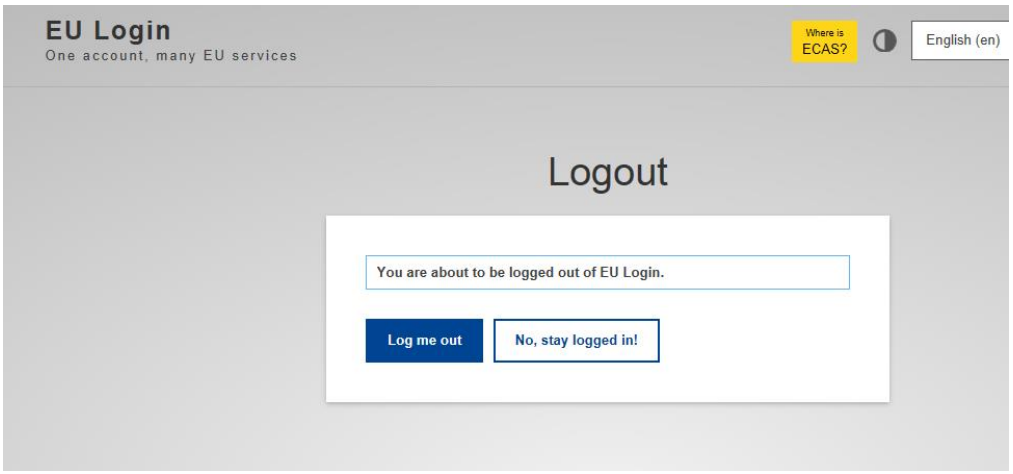
3. Automatic Logout

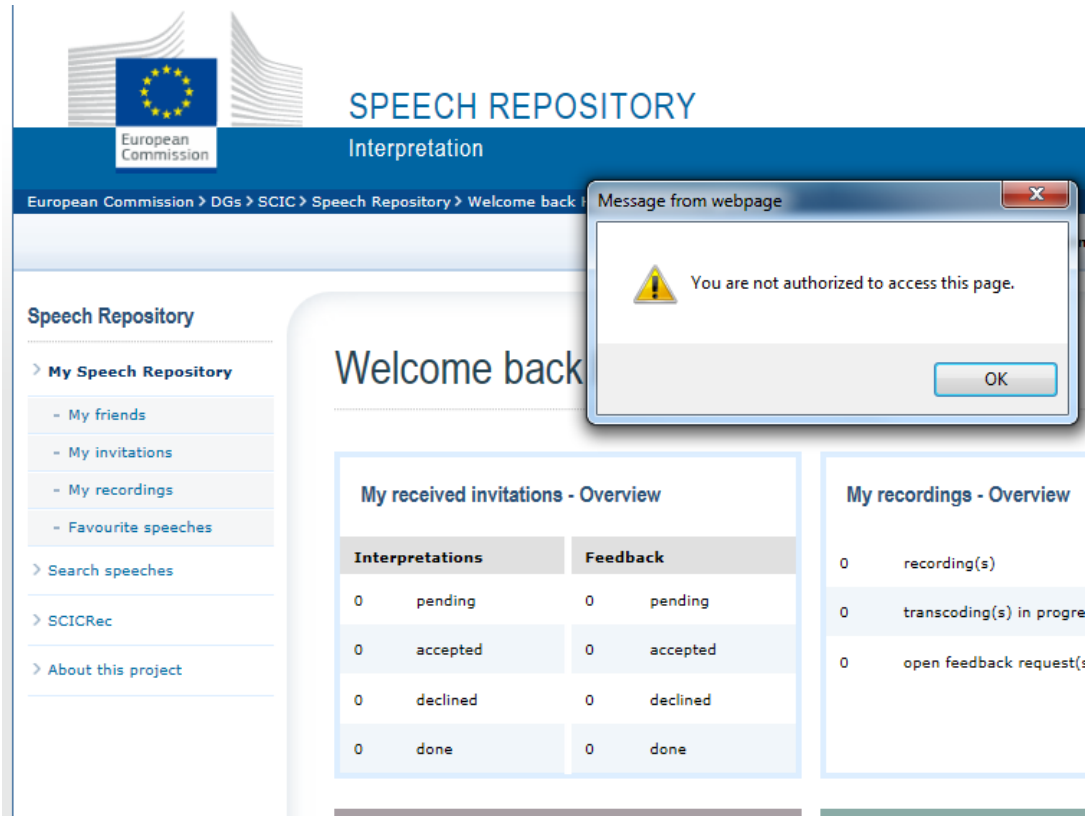
After 60 minutes of inactivity you are automatically logged out and redirected to EU Login.

The following screen will be displayed after any activity in the application:



If you want to go back in the application:

1. Click on the BACK button of your browser and you will be redirected to the following page:



2. Click Ok and follow the instructions to log back in.

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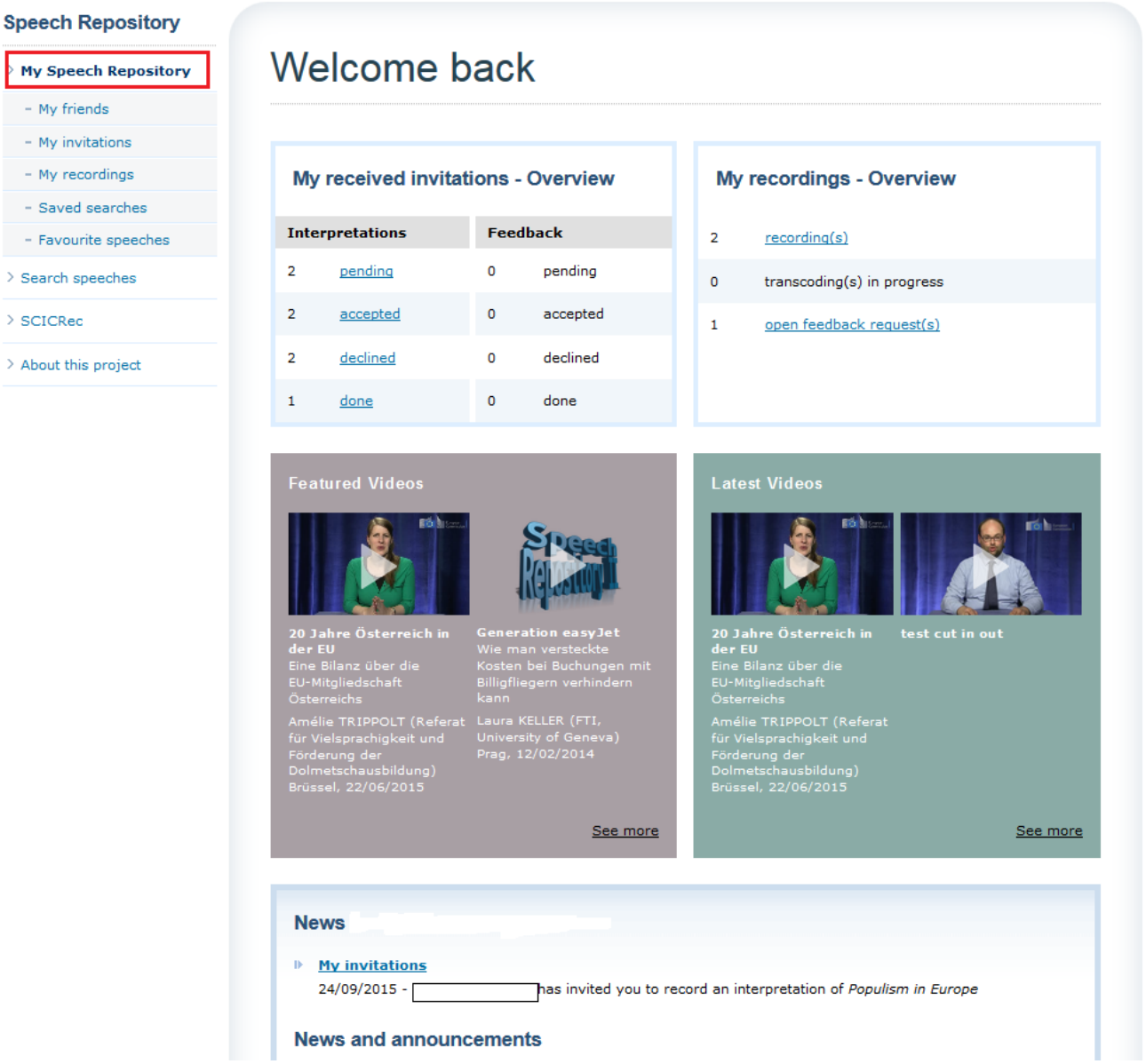
4. Main page / Dashboard

Once you have full access to *My Speech Repository*, you will always be able to see your personal *My Speech Repository* page after logging into the website.

This page contains an overview of your activities and acts as the main entry point into your personal space in *My Speech Repository*.



Invitations

The *My received invitations* box displays the number and respective status of the invitations you have received. As explained later in the chapter *Invitations*, there are two kinds of invitations which will be displayed here: invitations to record interpretations of speeches and invitations to give feedback on recorded interpretations.

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Recordings

The *My recordings* box gives you the following information:

recording(s)	The total number of recordings which you have created.
transcoding(s) in progress	The number of recordings with an ongoing transcoding process
open feedback request(s)	The number of open invitations you have received to give feedback on recorded interpretations.

Featured and Latest Videos

The featured videos box shows a choice of speeches selected by the Speech Repository team to bring your attention to specific and current topics. The latest videos section shows the newest available speeches.

News and announcements

This box contains your personalised messages about your activities. Here you will get informed when:

- other users send you friend requests;
- other users accept your friend requests;
- a friend invites you to record an interpretation or to give feedback on a recorded interpretation;
- a friend accepts an invitation to record an interpretation or to give feedback on a recorded interpretation.

In this section you will also be able to read news published by the Speech Repository team.

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5. Friends

The section *My friends* allows you to manage users who you are connected with. In order to interact with other users in *My Speech Repository*, they have to be on your friend list.

On the *My friends* page, you can easily see who you are currently connected with. All your friends appear in the top box called *My friends*.

The box underneath called *Pending requests* lists your unconfirmed friendship requests sent by you to other users and vice versa.

5.1. Sending friend requests

When you visit this page for the first time, all lists will be empty, so we start by adding a new friend. In order to send a friend request you will need the full name of the user you want to connect with. A Speech Repository user name follows the pattern FIRSTNAME.LASTNAME@INSTITUTION. You can see that easily on your own name in the top menu bar.

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In the example shown in the screenshot, the user name of the currently logged in user is *Student.Two@demo* where *demo* is the institution key. This key is automatically created by the system and allows recognition of users belonging to the same institution. User *Student.Two@demo* wishes to send a friend request to user *Student.Three@demo*. The user name must be entered into the text field at the bottom of the page. When you click on *Request*, your request will be submitted.

If the user name you enter is correct, you will see a green message at the top of the page, confirming that the request has been sent and a new entry will appear in the *Pending requests* box.

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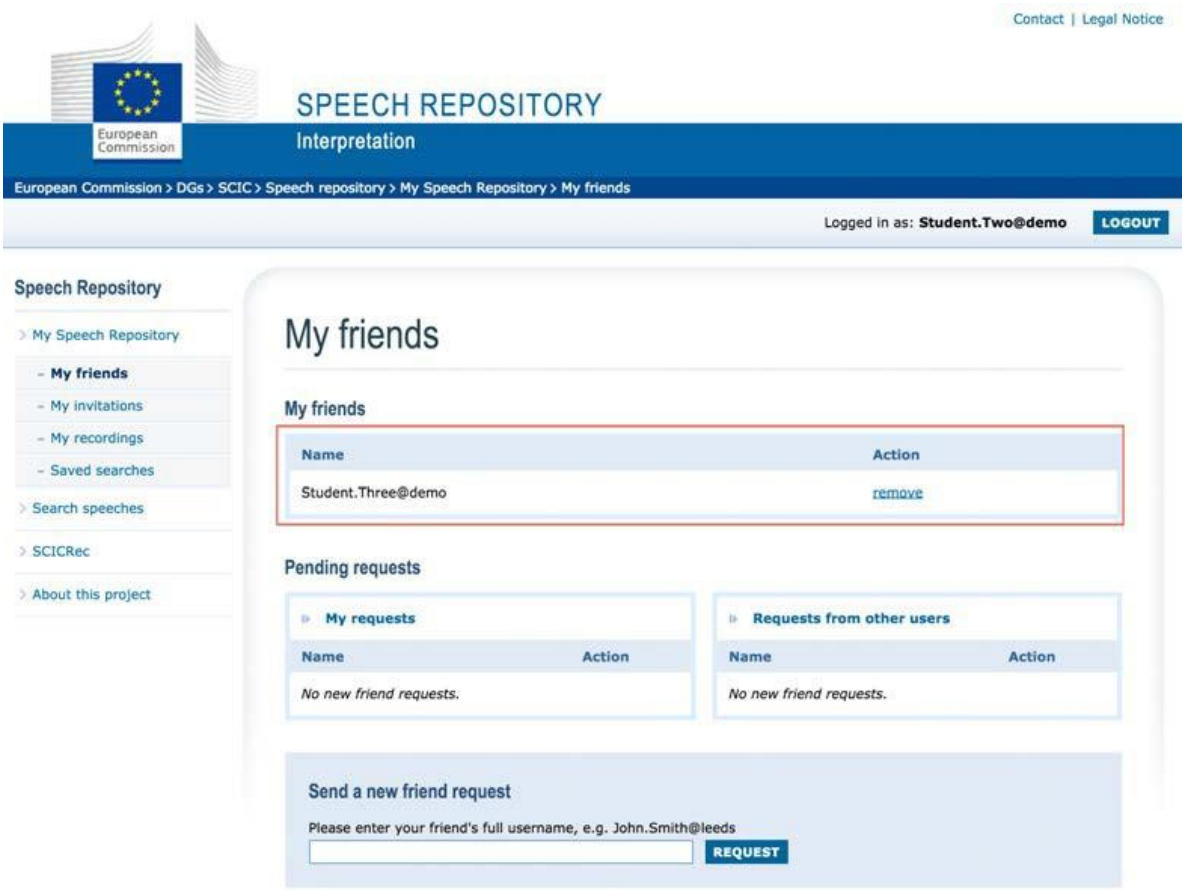
If you want to revoke the friend request of a user, you can do this by clicking on the *remove* link in the *Action* column.

If *Student.Three@demo* accepts your friend request, their name will appear in the *My friends* box indicating that you are now connected.



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5.2. Receiving friend requests

When another user sends you a friend request you will see a new entry in the "Requests from other users" box.

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By clicking on "accept" and confirming the action in the new window which will open, you can add that user to your friend list.

To reject the request, simply click on "decline" and confirm this action. This will remove the request from the box. You can still add that user later.

5.3. Removing friends from the list

You can use the action link to *remove* a user from your friend list. When you do that, you have to confirm this action by clicking on *confirm* in the opening window. Clicking on *cancel* in the confirmation dialog will dismiss the window and cancel the operation.

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6. Invitations

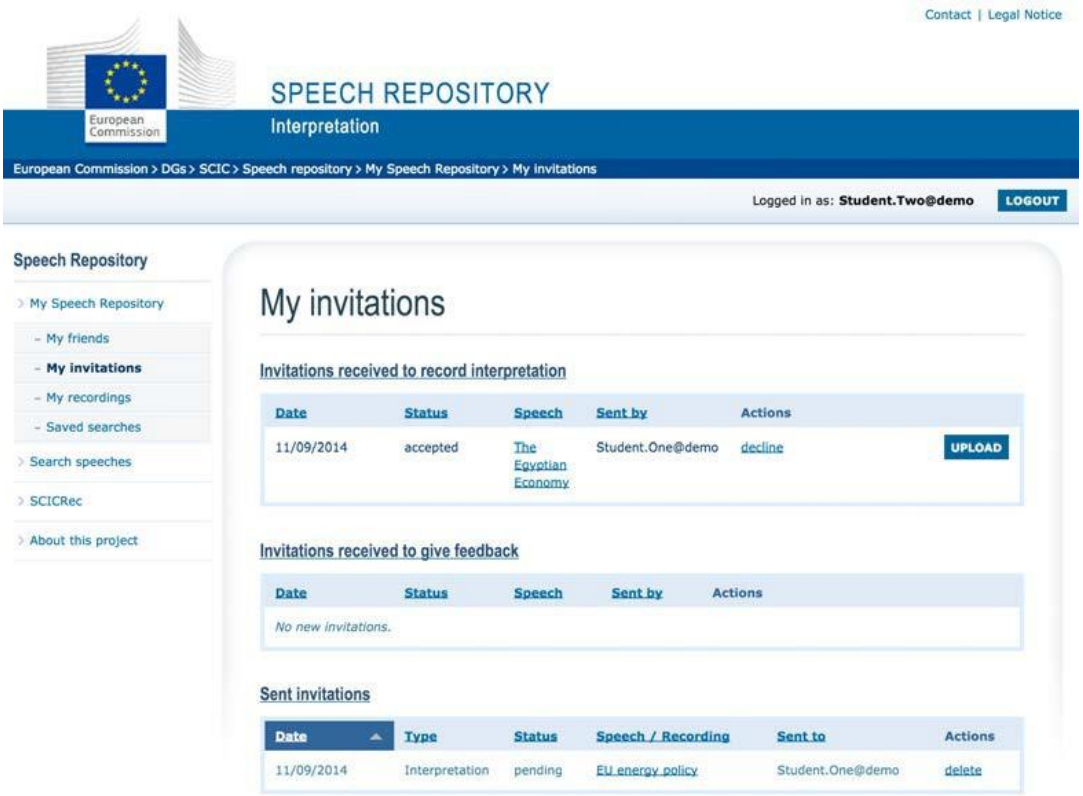
Invitations are used to interact with other users in *My Speech Repository*. By sending an invitation to one or more of your friends, you ask them to complete a task for you. The possible tasks are explained in more detail in the following sections.

Invitations overview

On your *My Invitations* page, you can manage all invitations that you have sent or received. The page is divided into three parts:

- Invitations received to record interpretation
- Invitations received to give feedback
- Sent invitations

In each table, you can see additional information regarding an invitation.



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Received invitations

Date	The date when the invitation was sent.
Status	The status of the invitation, this can be pending, accepted, declined or done.
Speech	The title of the speech which the invitation refers to.
Sent by	The user who sent the invitation.

Sent invitations

Date	The date when the invitation was issued.
Type	The invitation type, this is either Interpretation or Recording.
Status	The status of the invitation, this can be pending, accepted, declined, deleted or done.
Speech / Recording	The title of the speech or recording that the invitation refers to.
Sent to	The user to whom the invitation was sent.

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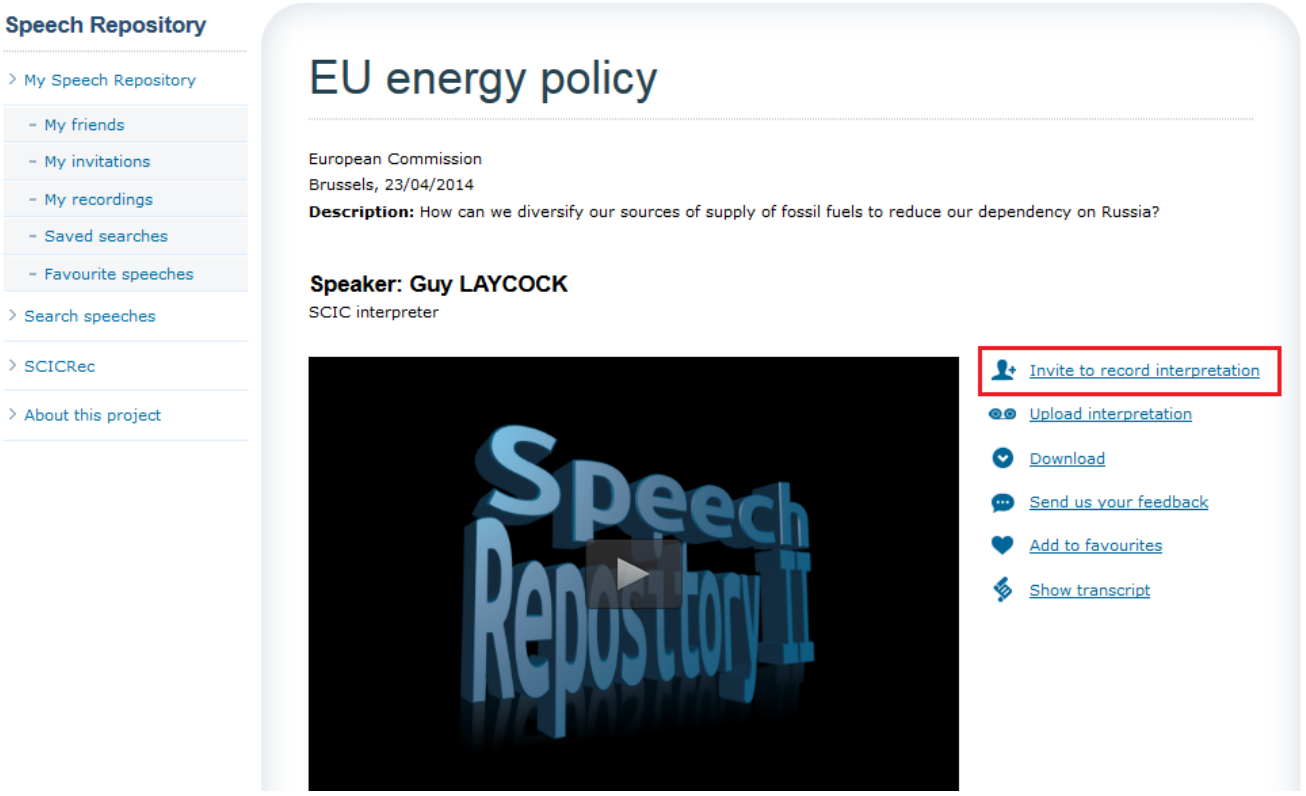
6.1. Invitations to record interpretation

Users can invite each other to record interpretations of all speeches included in *My Speech Repository*. In order to do this, they first have to choose a speech. Please refer to *Search speeches* to learn how users can find speeches using various search criteria.

Send invitations to record interpretations

Once you have found a suitable speech, you can see a link called *Invite to record interpretation* on the right side of the video player.



After clicking on this link, you will see a page which allows you to send an invitation to one or more friends. You can select a friend by simply clicking on their name in the *Select user* field. In order to select multiple friends, press the CTRL-key on your keyboard while clicking on the appropriate names. Once you have finished your selection, submit the invitation form by using the *Send invitation* button.

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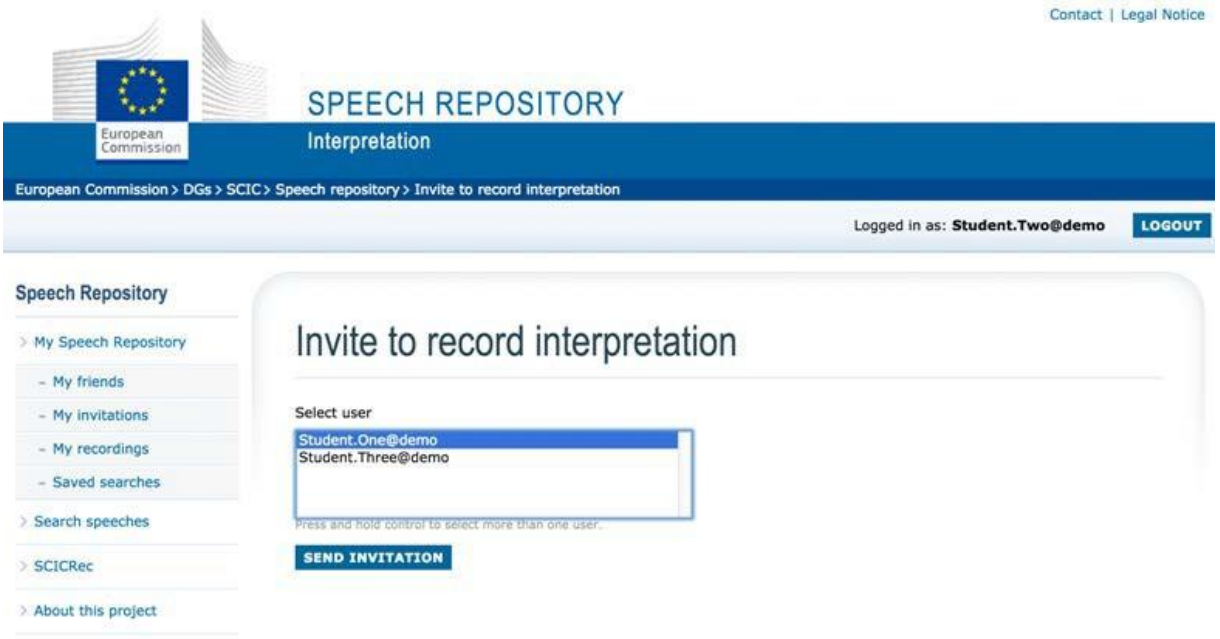
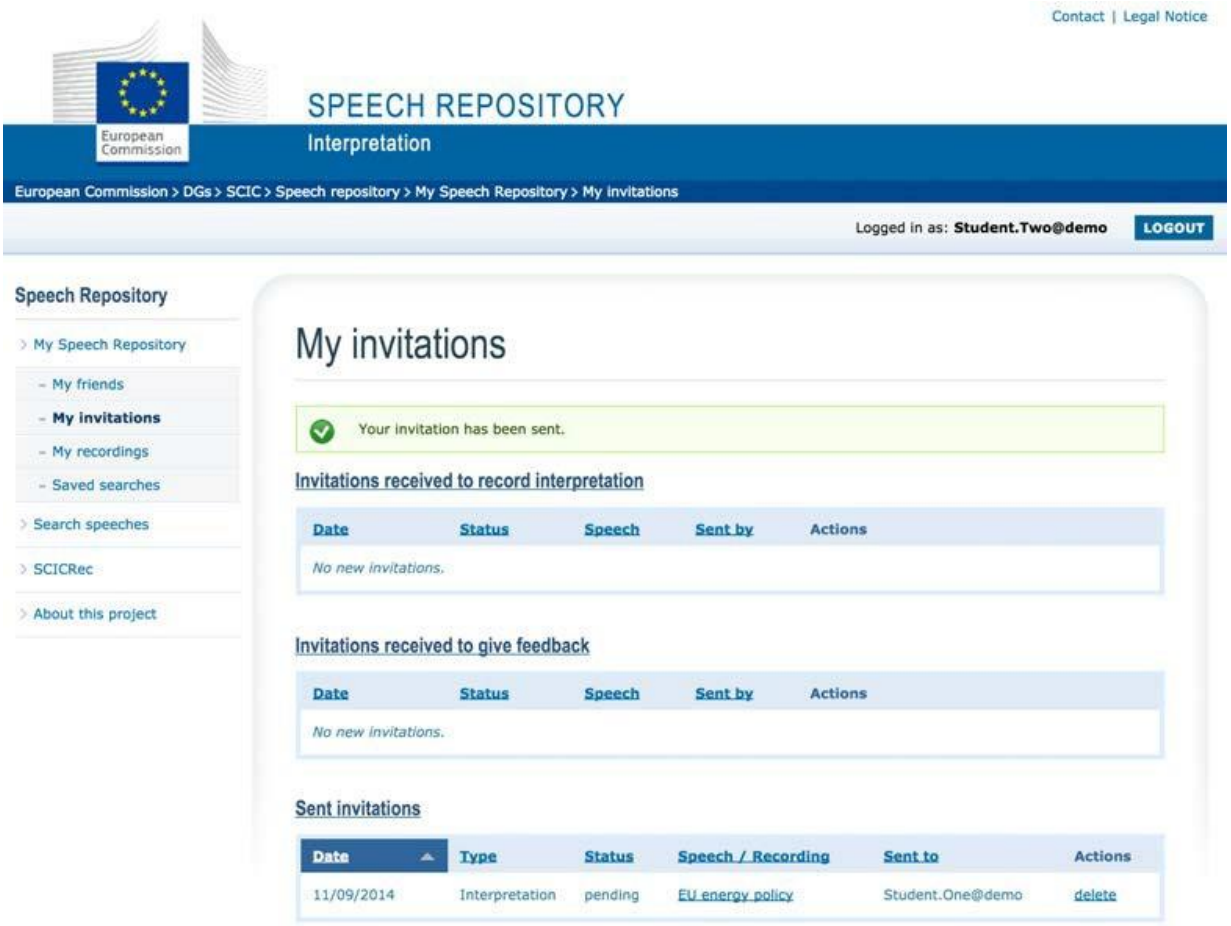


After submitting the invitation form, you will be redirected to your *My invitations* page and a confirmation message will be displayed at the top of the page. You will find the newly created invitation in the block *Sent invitations* at the bottom of the page. If you have invited multiple friends, you will see all newly created invitations, one for each friend.



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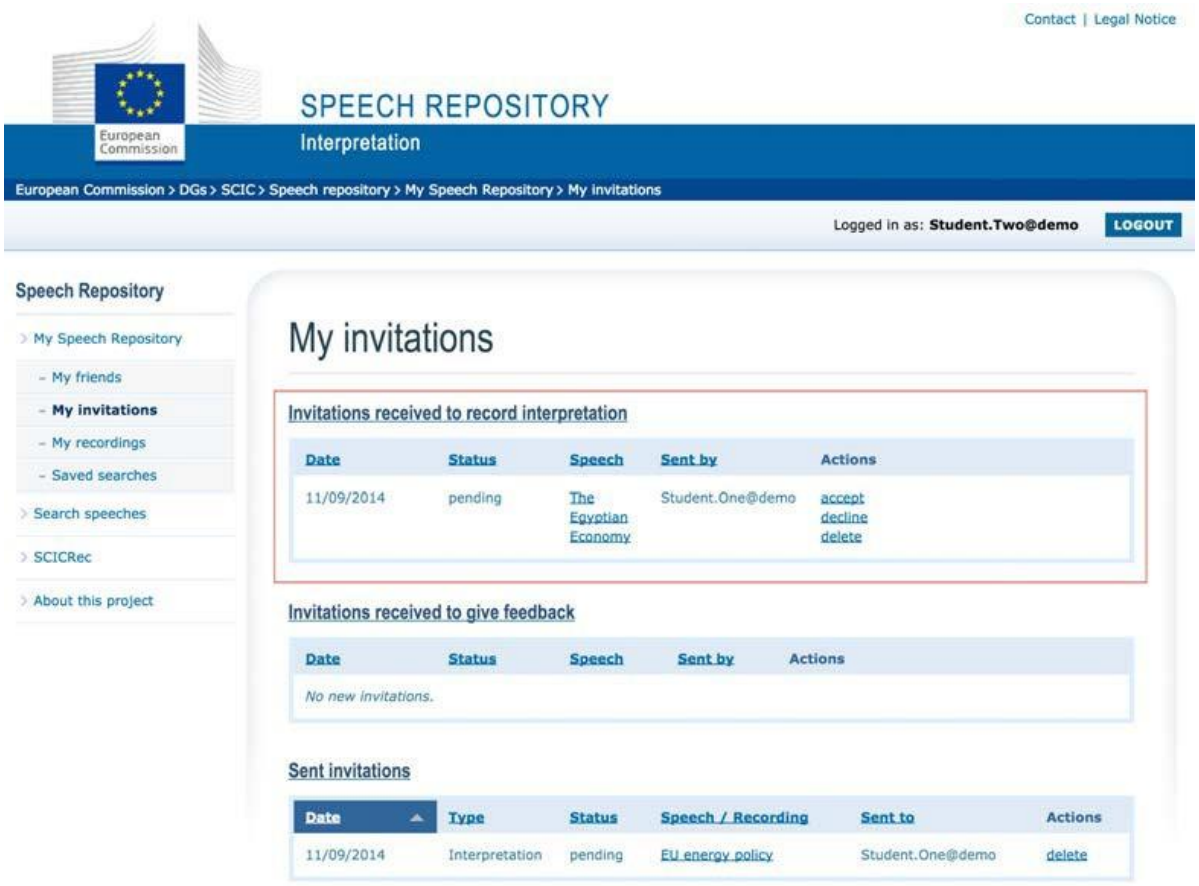
If you want to delete a sent invitation, you can do this by clicking on the "delete" link. You will be asked to confirm this action before the invitation is deleted.

ATTENTION:
When you delete a sent invitation, this invitation will also be removed from the invitations list of the invited user. It is recommended to wait until the status of your sent invitation changes to *done* before deleting it from your list.
Once your invitation is deleted, it will still be visible to you in your *Sent invitations* list and will have the status of *deleted*. In order to fully remove the invitation from your list, you can click on the *remove* link which will be available for deleted invitations.

Received invitations

When users receive invitations to record interpretations, they will see the invitations on the *My invitations* page in the *Invitations received to record interpretation* box.



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6.2. Record an interpretation

In order to record an interpretation, a user has to carry out three consecutive steps:

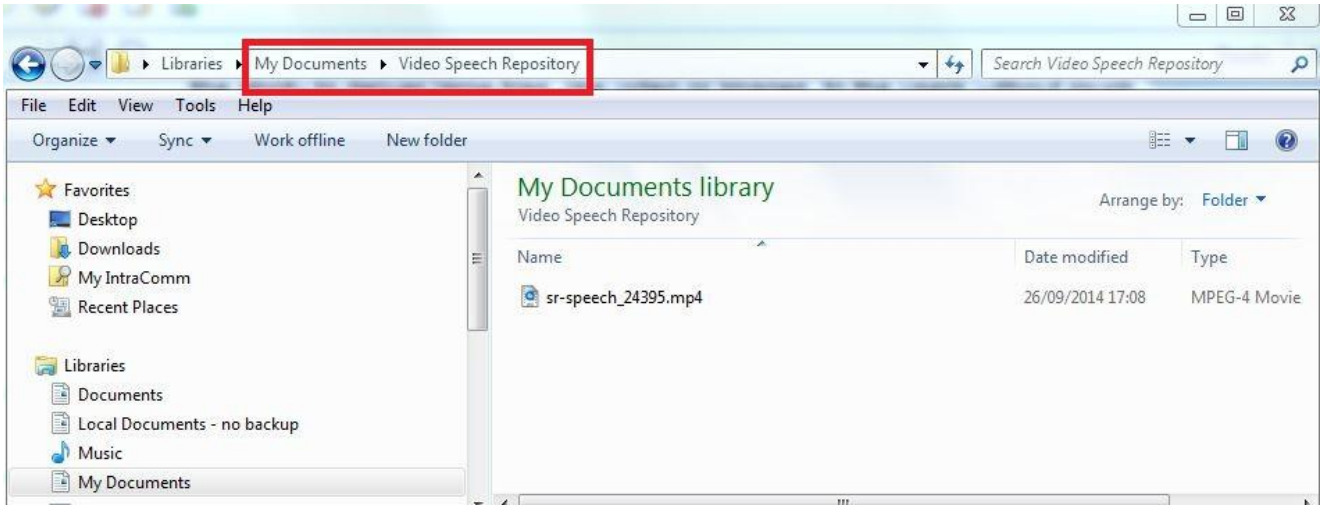
Step 1 => Download the video of a speech from *My Speech Repository* and save it on your local device;
Step 2 => Record your interpretation using SCICRec (to be downloaded first from the website and installed on your device);
Step 3 => Upload your recorded interpretation to *My Speech Repository*.

SCICRec is a tool which allows the user to play locally stored videos of speeches and to record an interpretation using a microphone. The application has no link with *My Speech Repository* and is only there to record interpretations. SCICRec can be installed on three types of platforms: Windows, MacOS and Linux.

Step 1 will allow you to download the video file necessary for using SCICRec and Step 3 will allow you to upload the recorded interpretation into My Speech Repository.

Step 1: Download the video of a speech from My Speech Repository and save it on your local device

Before downloading a video, it is recommended to create a specific folder on the device where all videos will be stored. For the use of this manual, the folder *Video Speech Repository* has been created under the *My Documents* folder.



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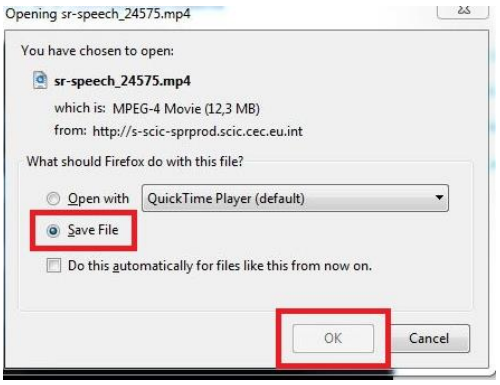
From the speech details page of a speech (see point 7.2), you can start downloading the video by clicking on the download link.

Then select the option *Save File* and confirm by clicking *OK*:



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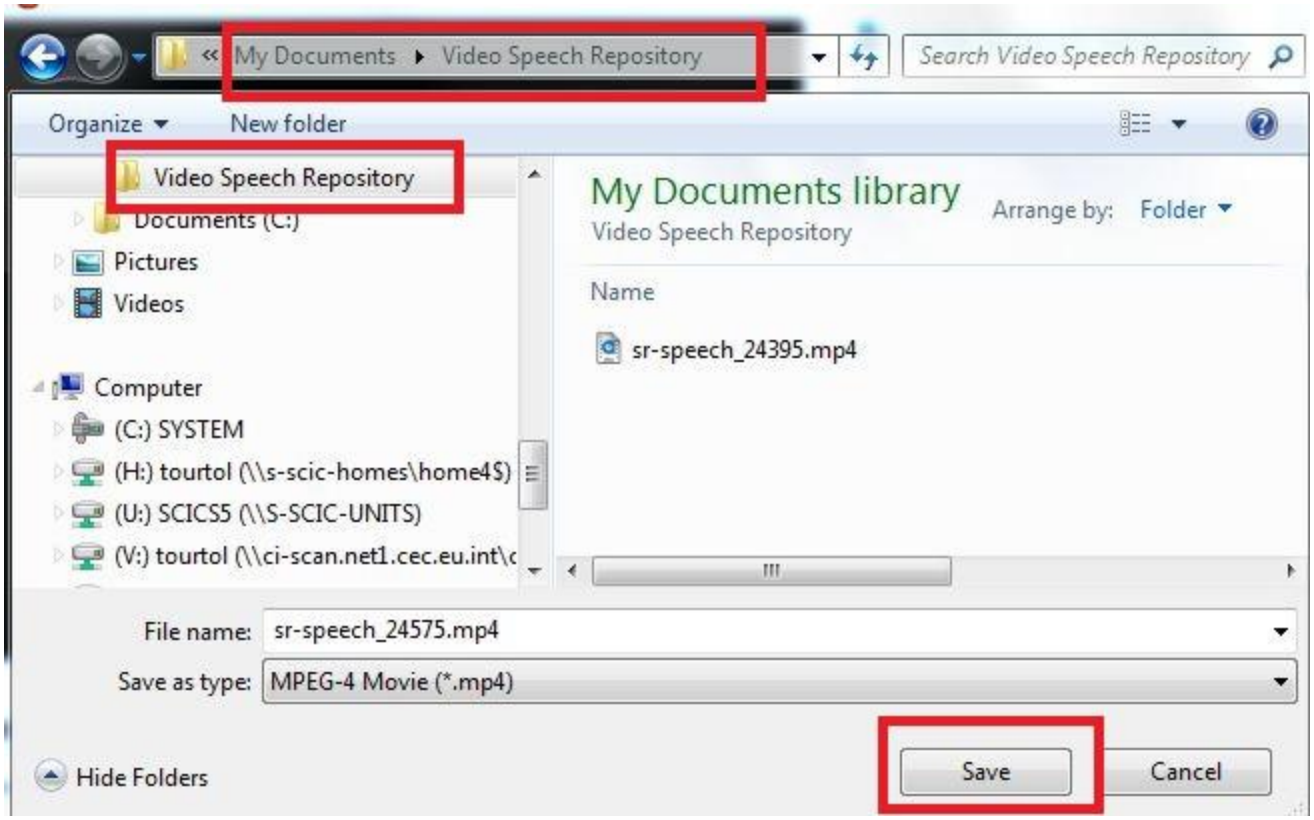
You can then select your folder created for the Speech Repository video files (in this case *Video Speech Repository*) and confirm by clicking on the button *Save:*



As soon as your browser has finished the download, you can use SCICRec in order to practise/record your interpretation.

Step 2: Record your interpretation using SCICRec

Refer to section 10 of this User Manual for more details on SCICRec.
Section 10.3 describes in detail how to open a video file in SCICRec. Following the above example, the video file will have to be opened from the folder *Video Speech Repository* under *My Documents*.

It is recommended to use the same folder to save your recorded interpretations.

Step 3: Upload your recorded interpretation into My Speech Repository

Refer to section 8.1 for more details on how to upload an interpretation exercise.
Following the above example, the *Media Source* will have to be opened from the folder *Video Speech Repository* under *My Documents*.

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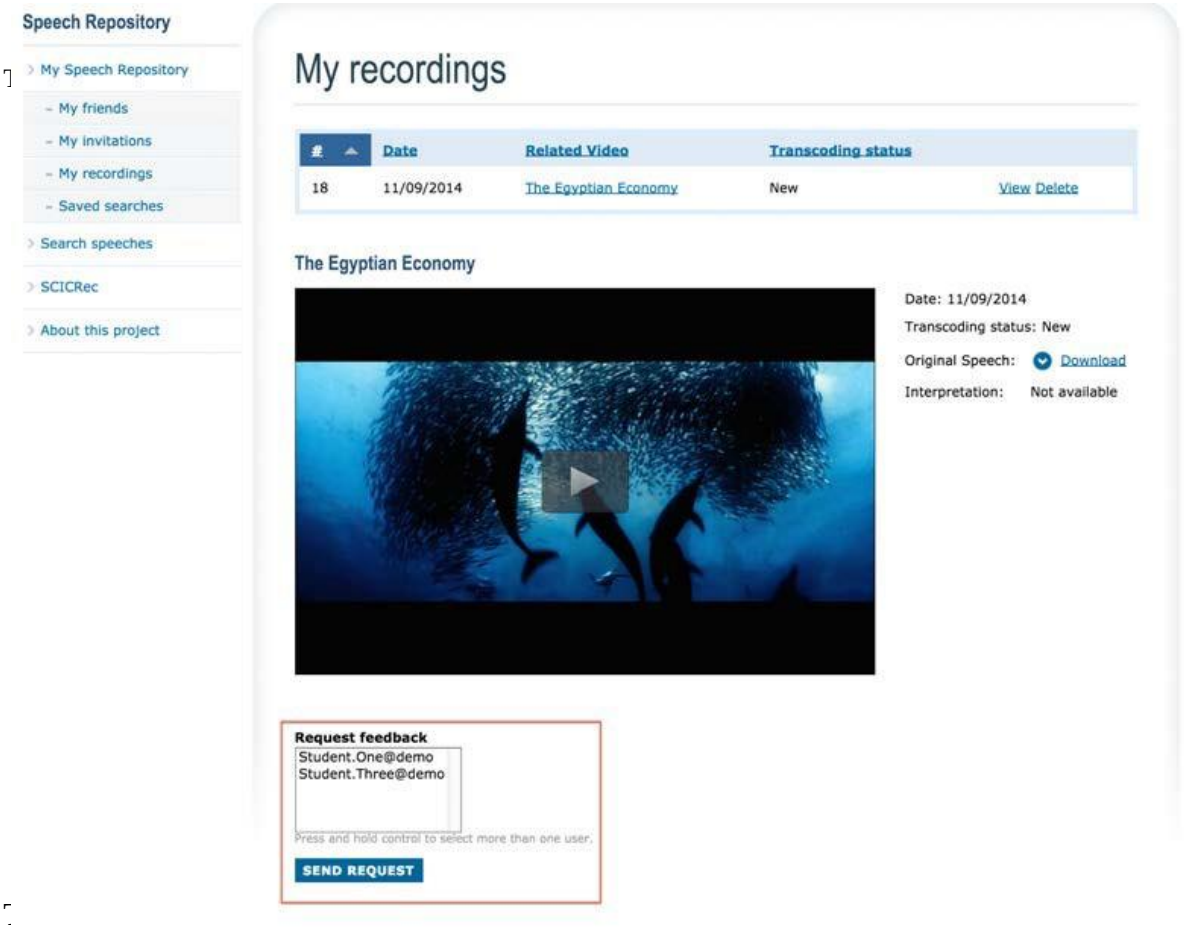
6.3. Requests for feedback

After having uploaded a recording, a user can invite his friends to give feedback on their recorded interpretation.

It is also possible to send requests for feedback at a later stage, once the transcoding process has been finished. To invite users, select one or more friends from the list under *Request feedback* and click on *Send Request*. Your own sent invitations will be shown under *Sent invitations*.



The recipient of the invitation will find a new entry on *My Invitations* under *Invitations received to give feedback*.

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By clicking on the *Open* button next to the invitation you can go directly to the recording to enter your comments.

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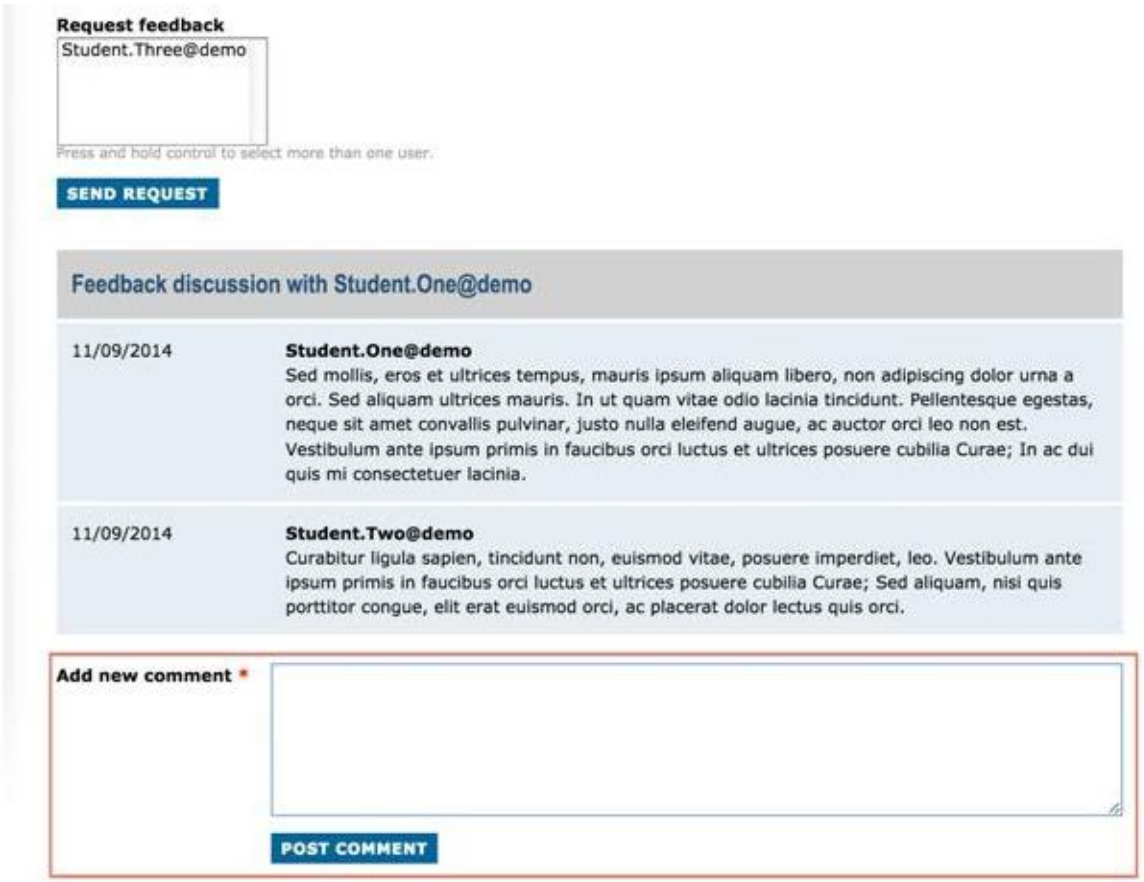
In order to leave feedback on a recorded interpretation, write your comments in the comment box at the bottom of the recording page and click the *Post comment* button.

The user who uploaded the recording will be notified of your new review and can respond to it by adding a new comment.

IMPORTANT:
Feedback discussions always follow a one-to-one rule. You can invite more than one friend to give comments on your interpretation and only you will be able to see all of them. However, each of the invited users will only have access to the discussion with you and will not be able to see the comments given by other users.



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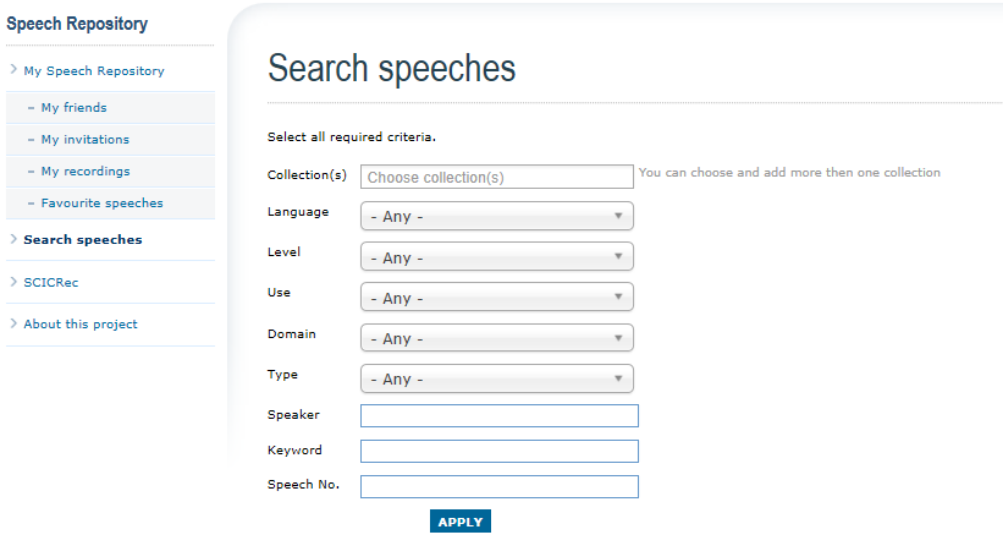
7. Search speeches

To use the search function, click on the *Search speeches* link in the navigation sidebar. You can search for speeches using the following criteria:

Collections	If your institution has created Collections, you have the option of searching for speeches from all of the institutions' Collections that you're a member of. *
Language	The language of the speech. e.g. *English*
Level	The stage of training for which the speech is appropriate
Use	Simultaneous or consecutive interpretation
Domain	Speech domain. e.g. *Agriculture*
Speech Type	Speech type. e.g. *conference* or *hearing*
Speaker	Helps to find speeches recorded by specific speakers
Keyword	Helps to find speeches using a specific keyword, e.g. *banks*
Speech Number	Internal ID of the speech, helps to find speeches more easily

*Please note that you can search for both speeches in the collection and in *My Speech Repository* at the same time.



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Enter keywords and search criteria in the search form and click *Apply* to start your search. Please note that you do not have to use all provided criteria to find speeches of your choice.

If you click on a title, for example Language, the results will be listed according to what you selected. In this case the languages will be ordered alphabetically.

The following table shows different symbols that you can find:

This symbol indicates that a transcript of the speech is available. It appears before the title in the search results.

This indicates that the speech is part of a Collection.

This indicates that the speech is part of Speech Repository.

3240 results

Speech nr	Title	Language	Domain(s)	Type	Level	Use	Duration
C 25935	Sample speech	(de) Deutsch		pedagogical material		consecutive	04:10

3243 results

Speech nr	Title	Language	Domain(s)	Type	Level	Use	Duration
SR 22885	Dušo žala sveikatai	(lt) lietuvių kalba	Health, General	pedagogical material	Beginner	consecutive	04:21
SR 25590	Leenden är smittsamma!	(sv) svenska	Health, Science	pedagogical material	Intermediate	simultaneous	06:52
SR 22844	Om den indenrigs- og udenrigspolitiske situation	(da) dansk	Justice, Freedom and Security, Environment, External Relations	debate	Advanced / Test-type	simultaneous	10:16
SR 22012	Senato della Repubblica: Aziende ospedaliero-universitarie	(it) italiano	Health, Education, Training, Youth, Budget	debate	Intermediate	simultaneous	08:27

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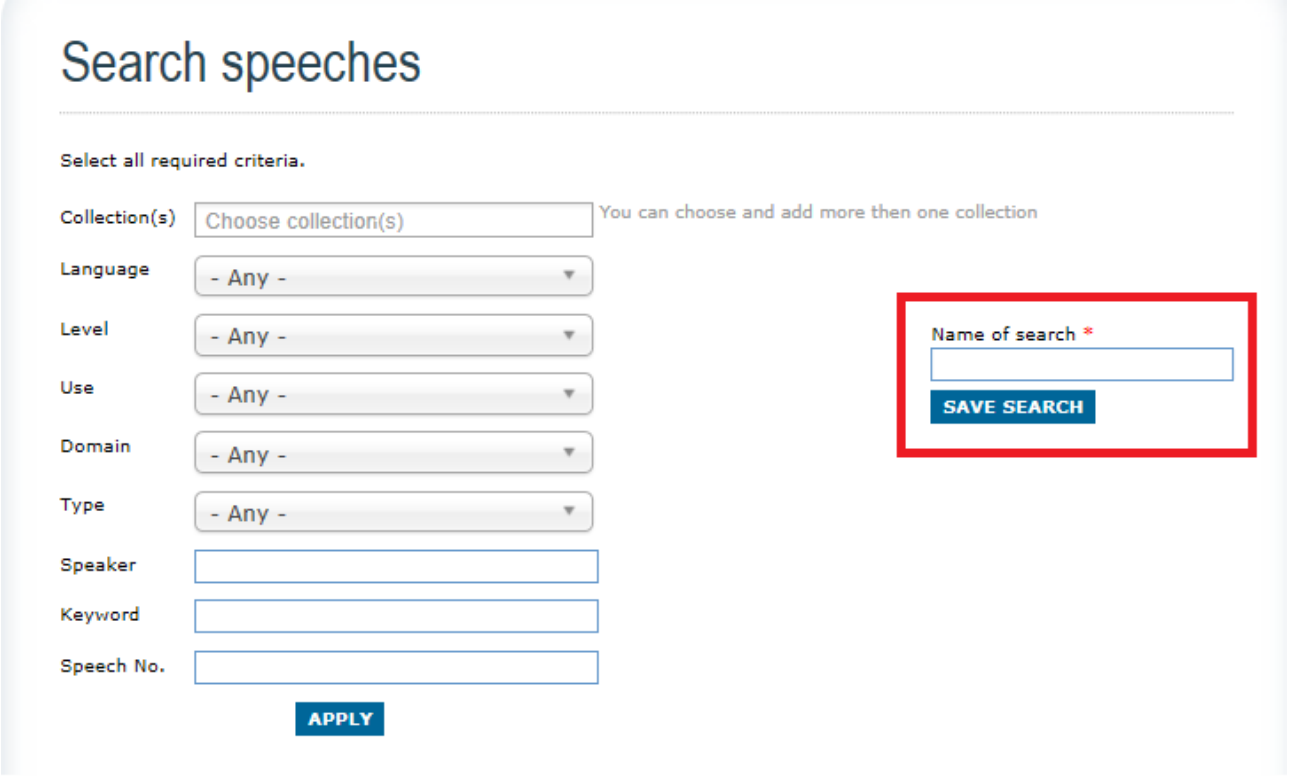
7.1. Saving a search

You can save a combination of search criteria by entering a name for your search in the *Name of search* form field and clicking on *Save search*.



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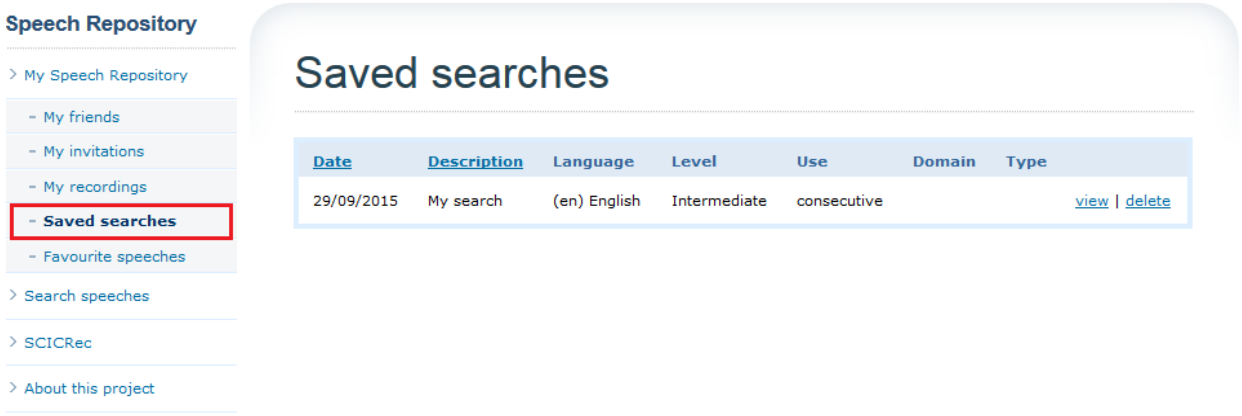
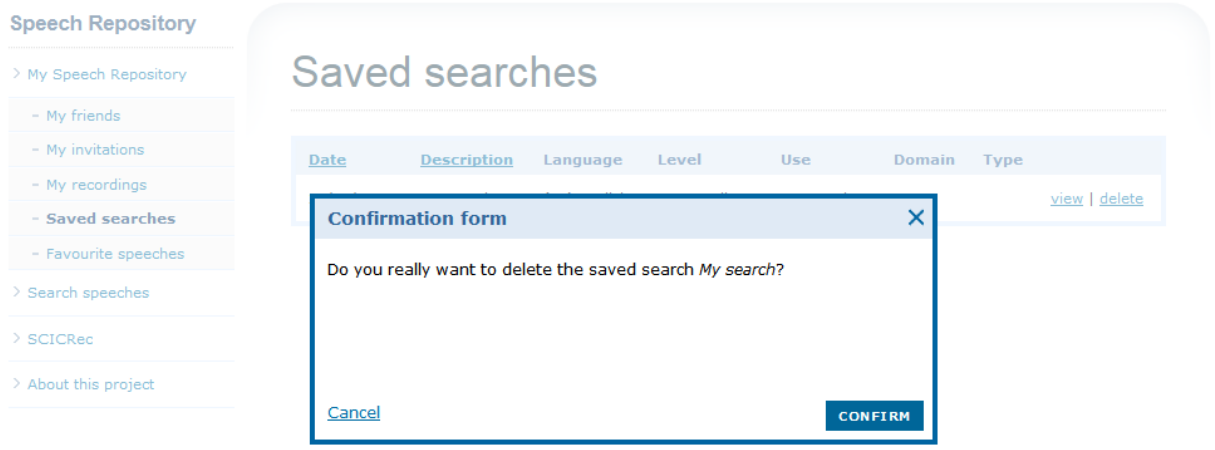
All saved searches will show up under *My Speech Repository* → *Saved searches*.



Clicking on *view* will redirect you to the Search page with the selected saved search criteria. To remove the saved search from this list click on *delete* and confirm the deletion.



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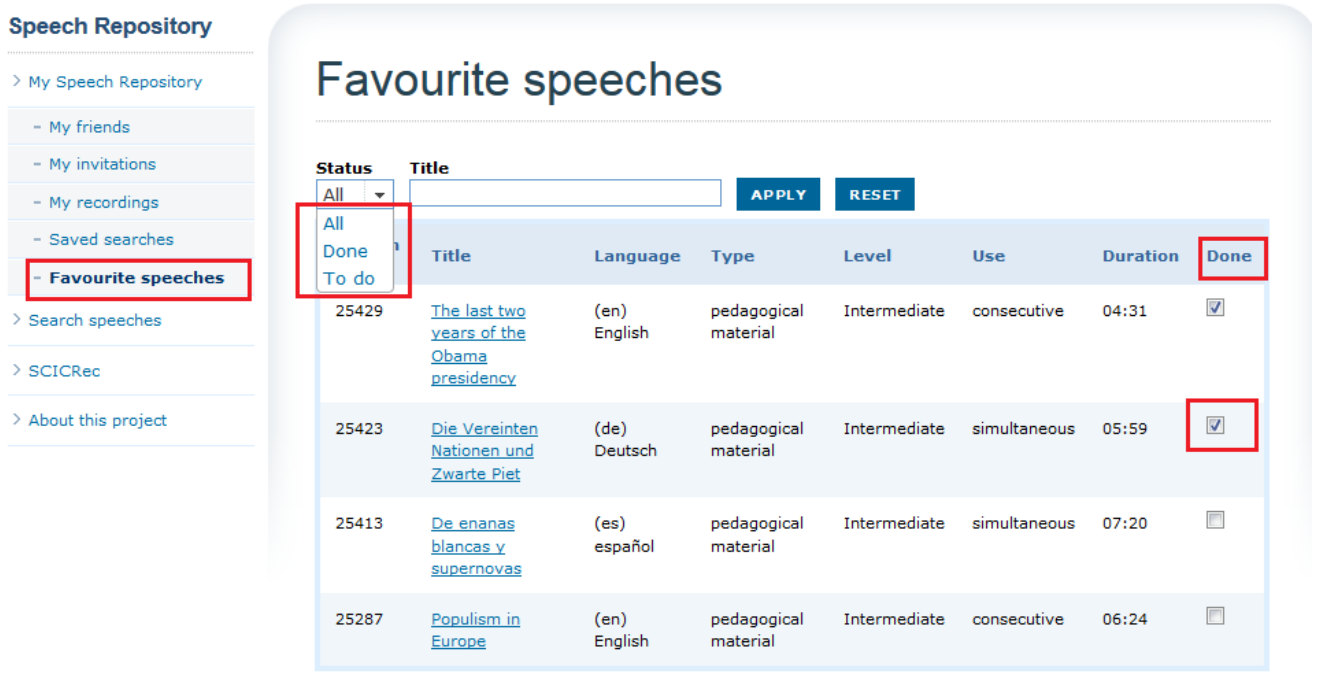
7.2. Favourite speeches

You can move speeches of your choice to this section and always have them at hand, e.g. the ones you want work with at a later stage.



Once you have recorded your interpretation of one of your favourite speeches, you can mark it as *Done*. Using the *Status* menu you can easily see which speeches are still to be interpreted and which ones you have already completed.

7.3. Speech Details

A speech detail page contains a video of the speech, playable in the browser, and several links related to the speech:

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Invite to record interpretation:

Invite one or more friends to record and upload an interpretation. For more details see **section 6.1** of this manual.

Collections:

Invitations to record speeches from *Collections* can only be sent to other members of the collection in question.

Upload Interpretation:

Upload your own recording of an interpretation. For more details see **section 8** of this manual.

Download:

Download a video file of this speech to practise it offline and/or open in SCICRec. For more details see **section 10** of this manual.

Send us your feedback:

Open a contact form to send us your comments on a selected speech.

Add to/Remove from favourites:

Click on *Add to favourites* and it will be displayed in this section. Click on *Remove from favourites* in the detailed view of a speech to remove it from the list.

Show Transcript:

Show the transcript of the speech, if available.

Speech details

Below the video box, you will find more information related to the speech: its specific speech number, the duration, language, level, type, use, domain(s) as well as useful terminology and notes.

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Speech Repository

- My Speech Repository
  - My friends
  - My invitations
  - My recordings
  - Saved searches
  - Favourite speeches
- Search speeches
- SCICRec
- About this project

EU energy policy

European Commission

Brussels, 23/04/2014

Description: How can we diversify our sources of supply of fossil fuels to reduce our dependency on Russia?

Transcript:

In spite of efforts to replace fossil fuels by renewables and nuclear to limit CO2 emissions, fossil fuels look set to continue as our main source of energy well into the middle of this century. The only big change in our energy mix that seems to be on the horizon is that gas will replace oil as the fuel of choice for wealthy nations. This will be helped by a glut of relatively cheap shale gas. By 2035, experts predict that shale gas will make up 23 per cent of global gas production. As US output of shale gas levels off, new production from Canada, China and Mexico will come on stream to meet the growing demand for gas.

How can the EU improve its position as the mix of fossil fuels used by wealthy nations changes? On the face of it, an increase in the importance of natural gas will weaken the EU's position by undermining its

Speaker: Guy LAYCOCK

SCIC interpreter

- Invite to record interpretation
- Upload interpretation
- Download
- Send us your feedback
- Add to favourites
- Show transcript

Speech Details

Speech number:	24793
Duration:	10:22
Language:	(en) English
Level:	Intermediate
Use:	simultaneous
Type:	pedagogical material
Domains:	Energy
Terminology:	CO2, 2020 objective, energy mix, shale gas, glut, to come on stream, Gazprom, Nabucco pipeline, South Stream pipeline, David Cameron, fracking, LNG (liquefied natural gas), liquefaction and regasification terminals

Notes:

The transcript partly diverges from the delivered speech.

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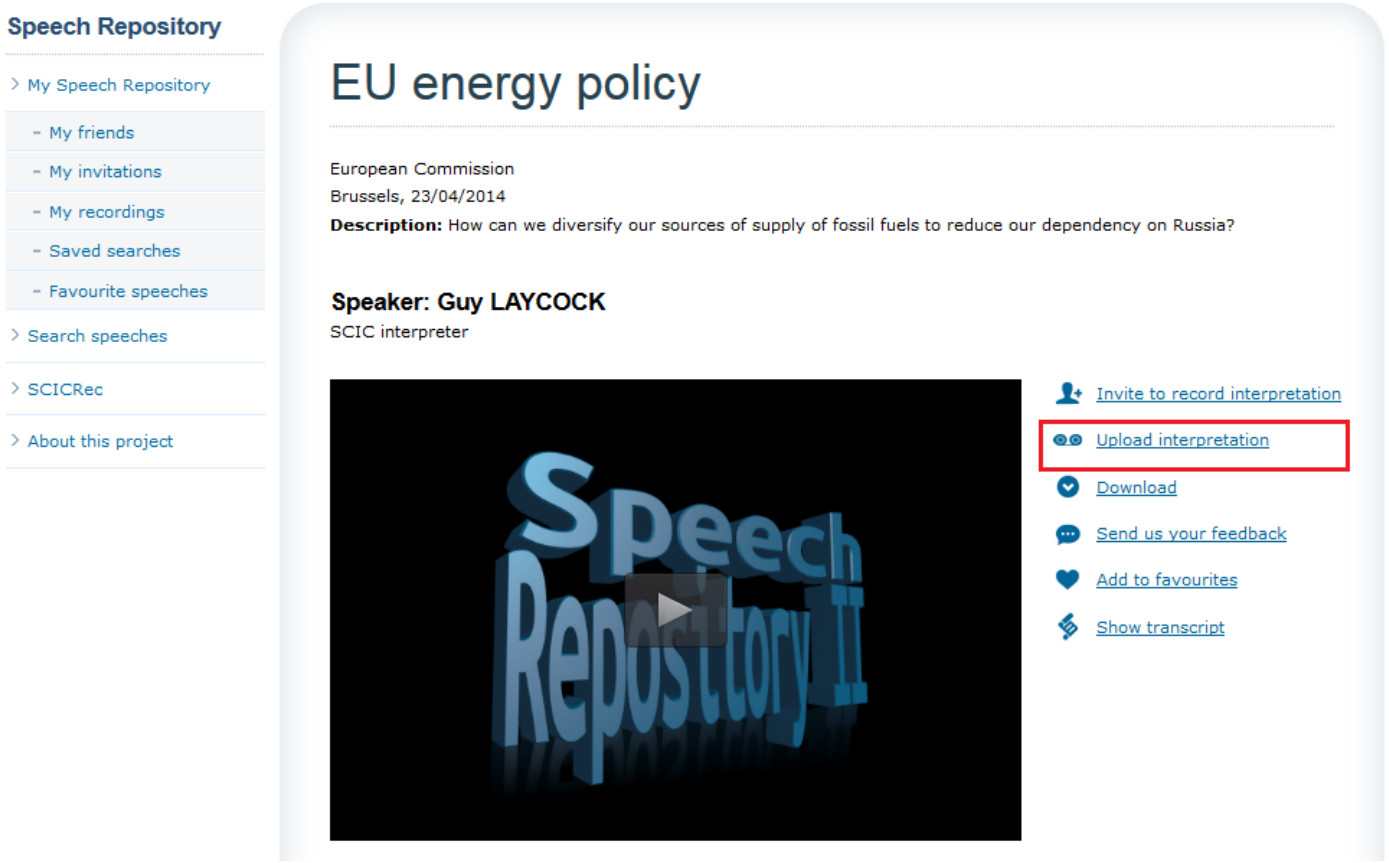
8. Upload recorded interpretations

There are two ways to reach the upload form:

1. **To upload a recorded interpretation, click on the link next to the speech video box *Upload Interpretation.***



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2. **It is also possible to be invited to record and upload an interpretation by one of your friends. Once you have accepted the invitation to record an interpretation, click on the *Upload* button next to it.**

Both solutions will redirect you to the *Upload interpretation* form.

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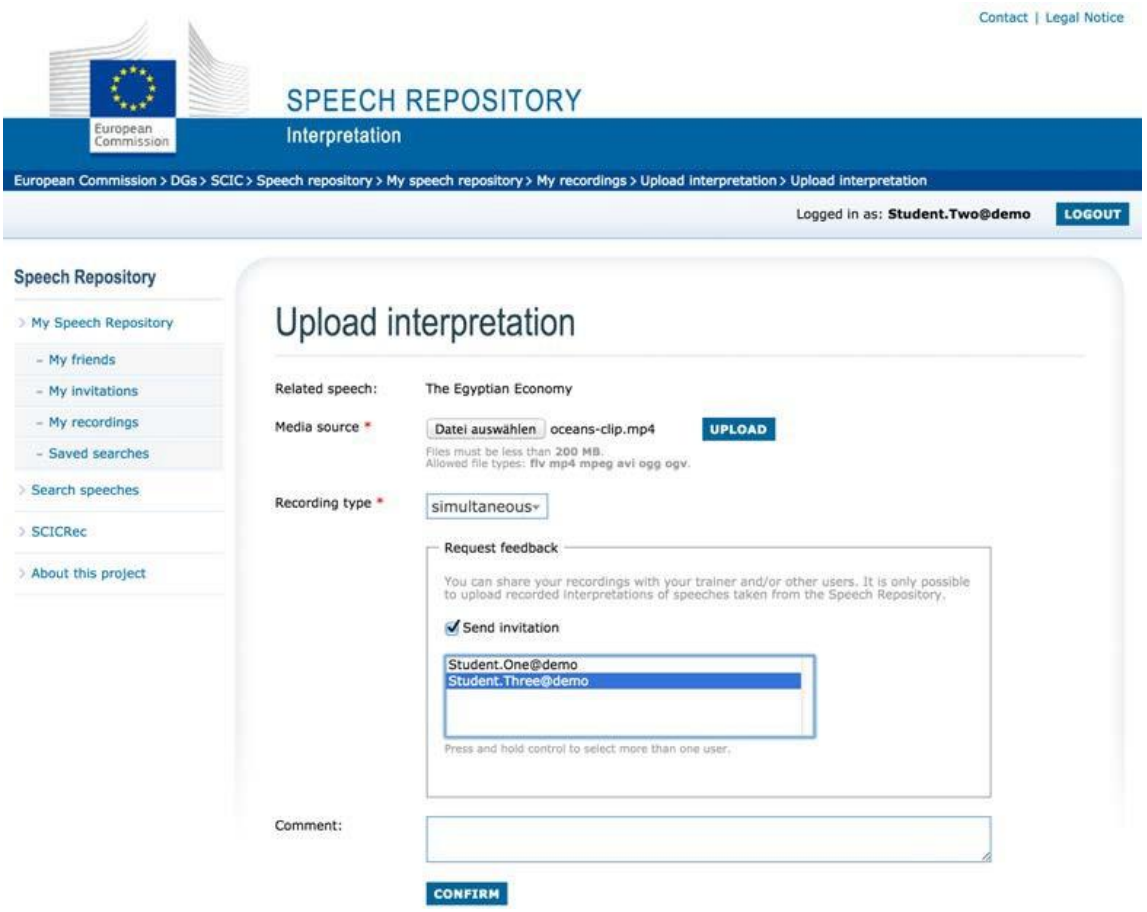
8.1. Upload interpretations

The form to upload an interpretation consists of the following fields:

Related Speech	The speech which you are uploading an interpretation for. This field is filled in automatically.
Media Source	Select the file of your interpretation which you have previously saved on your computer and click *upload*.
Recording Type	Select the type of your interpretation: simultaneous or consecutive
Request Feedback	If you want to invite users from your friend list to give feedback on your interpretation select them here. It is also possible to invite more users later.
Comment	You can leave a comment on your interpretation here. This comment will only be visible for you; it is not sent to other users.



After having uploaded the video and filling out the form, click on the *Confirm* button and you will be redirected to *My recordings*.

My recordings

This page gives you an overview of all your uploaded interpretations.
The field *Transcoding status* indicates whether the video file has been processed by the transcoding server. The following messages are possible:

New	The file has just been uploaded and is being transferred to the transcoding server.
Pending	The file has been transferred to the transcoding server and is waiting to be transcoded.
Ready	The file has been transcoded into all the necessary formats and is ready to be viewed in the browser.
Upload failed	The transfer to the transcoding server has failed.
Transcoding failed	The transcoding server replied with an error message.
Transcoding timeout	The transcoding server has not answered the request to transcode the file in time.

In case of a failed transcoding status, please make sure that the following points are correct:

- The recording type (simultaneous or consecutive) selected in the *Upload interpretation* section;
- The selected recording has been executed with SCICRec.
- You can only upload recordings made for speeches downloaded from *My Speech Repository*.
- In the case of a simultaneous interpretation, the recording's duration cannot be shorter than the length of the original speech.

Should the error persist after several attempts, please contact the *Speech Repository* administrator through the contact form.

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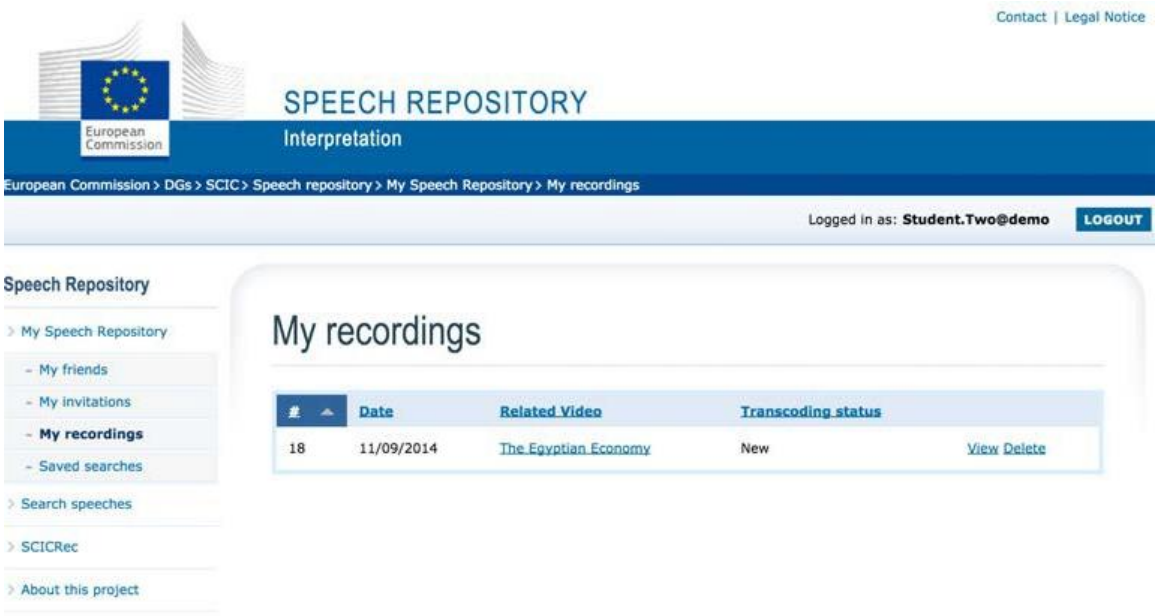
Click on *View* to view an interpretation. To delete it, click on *Delete*.



8.2. Recording Detailed View

The detailed view of an interpretation allows you to watch the recording if the transcoding process was successful.

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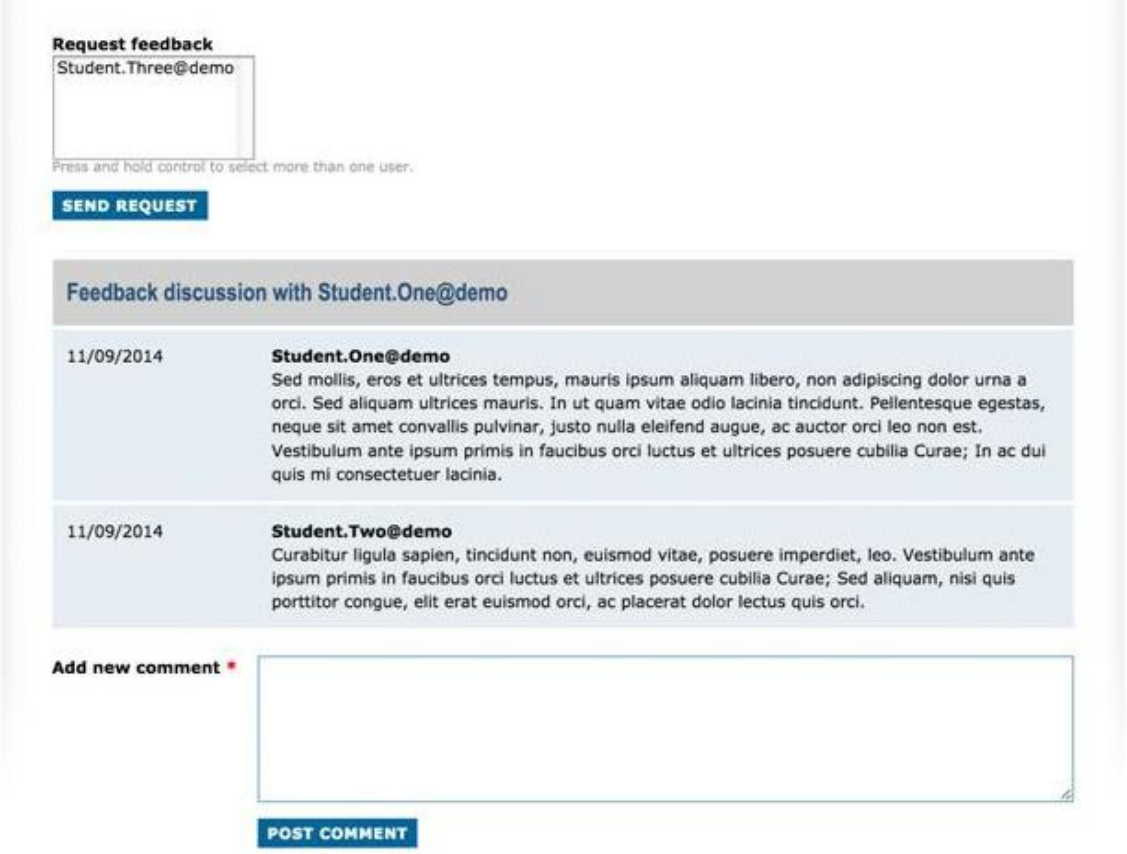
In the case of **simultaneous** interpretations, when clicking on the video box, you will be able to listen to the original speech and to the recorded interpretation at the same time. We recommend using a headset to listen to simultaneous recordings. You will hear the original audio path in one channel and the interpretation in the second one.

In the case of **consecutive** interpretations, when clicking on the video box, you will first hear the audio path of your interpretation, followed by the original video file.

You can also download and save the original speech and the interpretation.

If you have invited friends to give feedback on your interpretation, you will be able to see their comments under the video box. You also have the possibility of requesting feedback from friends whom you have not invited yet.



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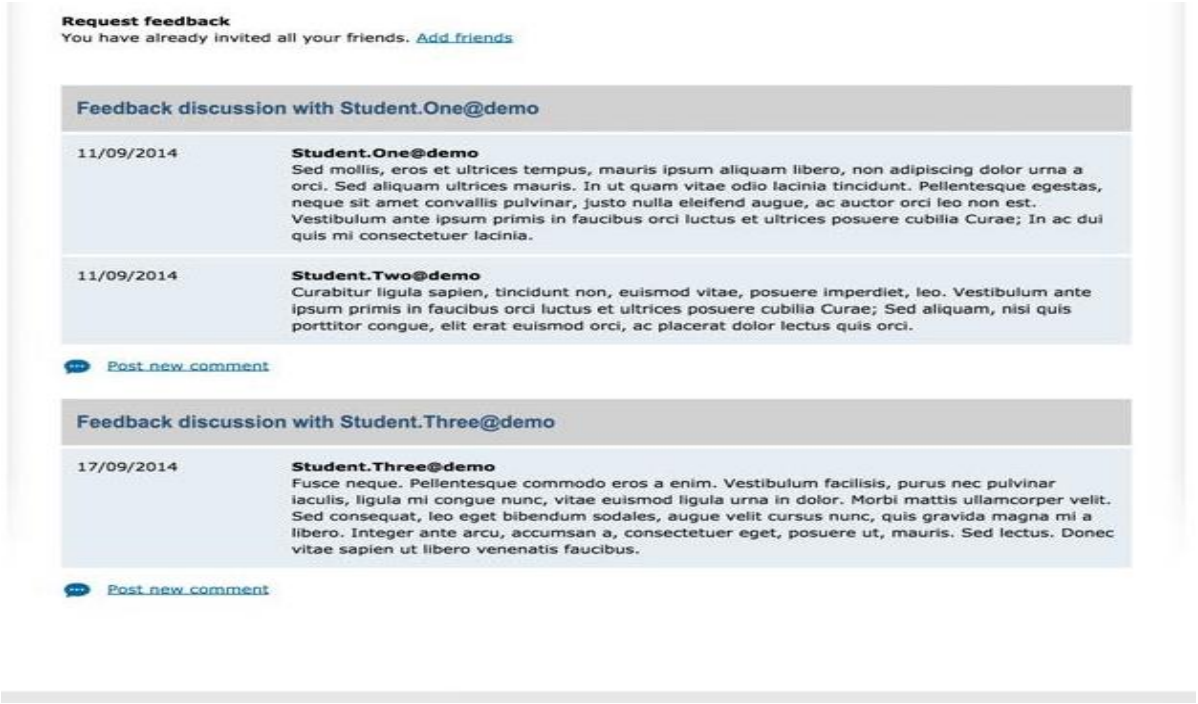
9. Feedback discussion

Comments on recorded interpretations are split into feedback discussions with a specific user. As the author of the recording you will be able to see all feedback discussions. As a reviewer you will only see your own discussion with the author of the recording.

To give feedback, enter your comment into the text box and on the *Post comment* link underneath the feedback discussion.



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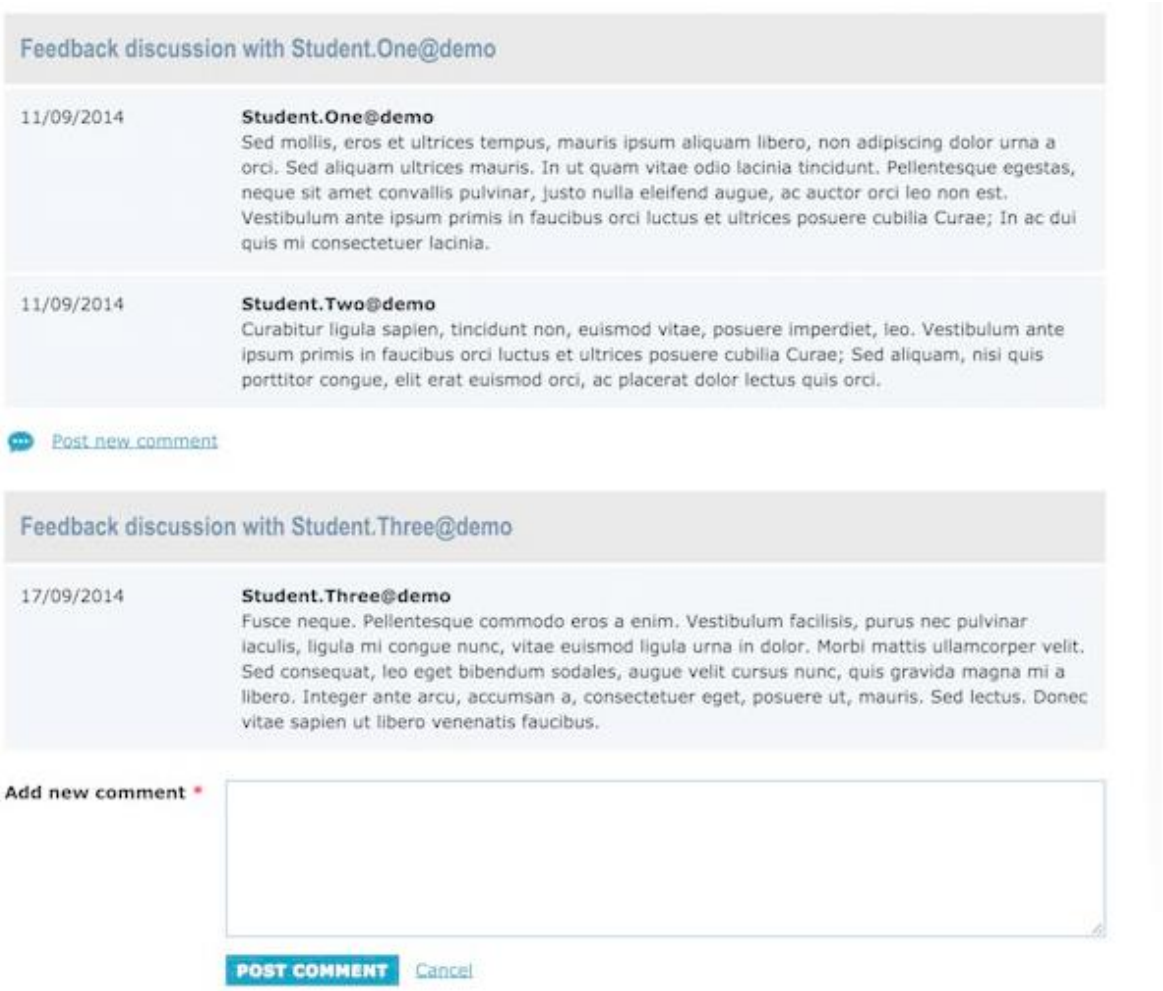
As an author, you have to choose which feedback discussion post you want to reply to. Click on the *Post comment* link under that discussion.



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10. SCICRec

SCICRec is a tool which allows you to play locally stored video speeches and to record an interpretation exercise using a microphone. The application has no directly linked interface with My Speech Repository and only supplies functionalities needed to play a video and to record. SCICRec can be installed on three types of platforms: Windows, MacOS and Linux.

10.1. Installation Instructions

In order to install SCICRec, please download the SCICRec Installer for your desired operating system from the My Speech Repository Portal. You need to be a registered user of My Speech Repository Portal in order to access the download section.

10.1.1. Installation on Windows

Extract the zip file downloaded from the Speech Repository portal into a folder of your choice. Execute the named setup programme and follow the instructions. The suggested default values should be okay for most potential users, only change them if you really need to.

Depending on the options you chose during the installation procedure, you will find an application icon for SCICRec on your Desktop. You can run the programme by double clicking on this icon or selecting SCICRec from the programme group you selected.

10.1.2. Installation on MacOs

Open the dmg file downloaded from My Speech Repository portal. Drag the folder contained in the dmg into your application folder.

You can launch the application by double clicking the programme SCICRec.

10.1.3. Installation on LINUX

Use the command line terminal and enter the following commands:

```
sudo add-apt-repository ppa:mc3man/trusty-media
sudo apt-get update
sudo apt-get install gstreamer0.10-ffmpeg
```

Extract the tar.gz file download from the Speech Repository portal into the folder /usr/local/bin/.

Create a shortcut on your Desktop or your Launcher to /usr/local/bin/SCICRec

You can launch the application by double clicking the programme SCICRec.

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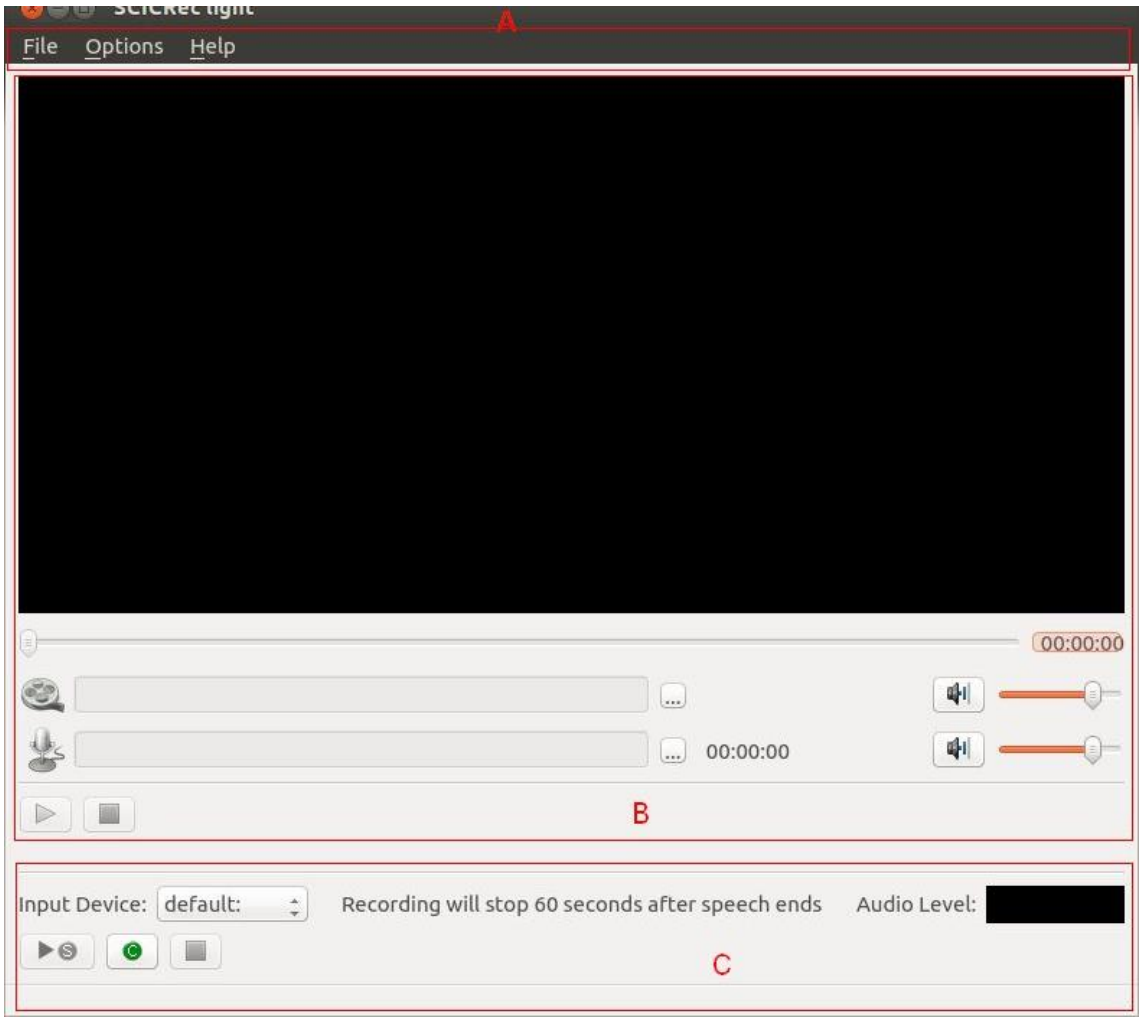
10.2. Usage Instructions

After successful installation and launch of the programme you will see the start screen of the application.

The three main areas of the application are:

- A: menu bar
- B: playback area
- C: recording area

In the following the main use cases are described.



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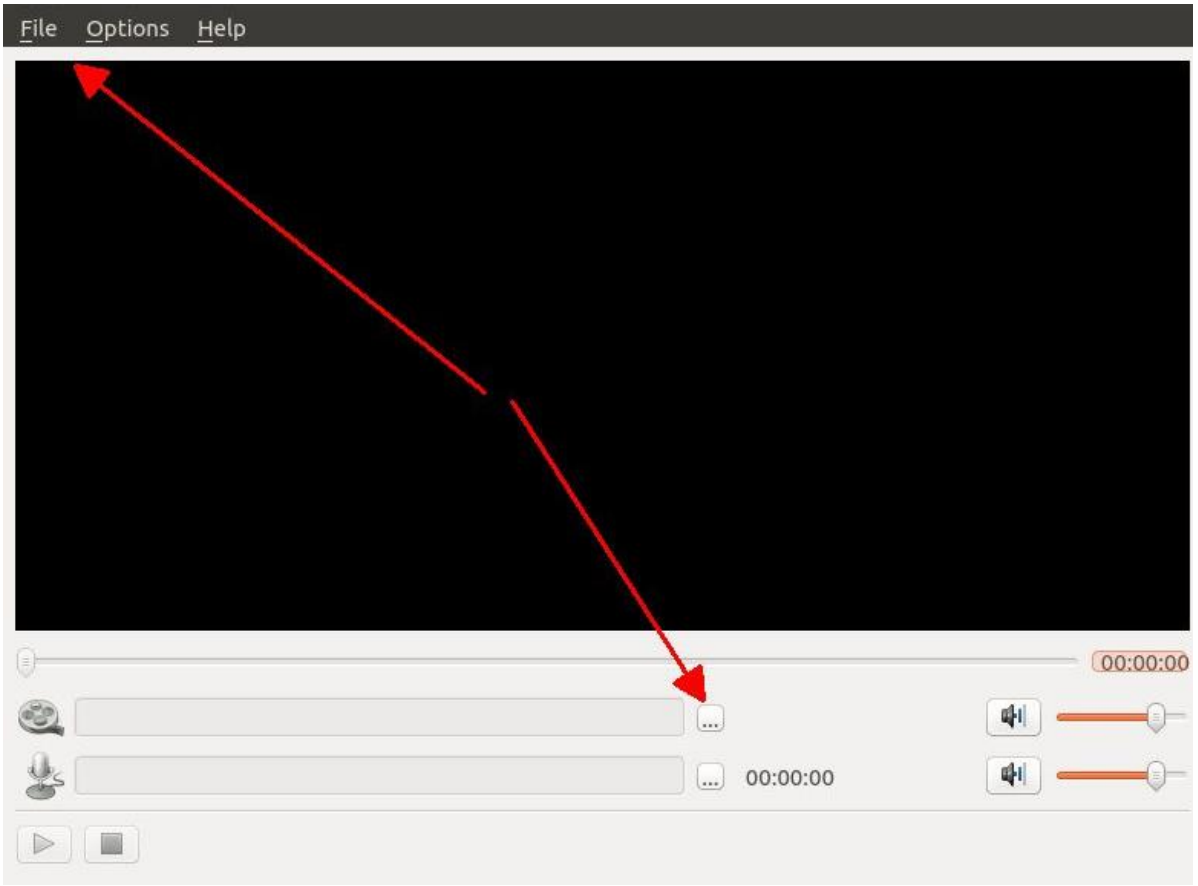
10.3. Video playback

In order to play back a video, you need to open the video file using either the “Open Video File” function in the “File” menu, the keyboard shortcut Ctrl + V or the open button next to the Video file name display underneath the video Image.



Select the desired video from your device.

Please note that if you choose video files from other sources than My Speech Repository, you will be able to record your interpretation but you you will not be able to upload it into My Speech Repository.

SCICRec will expect an mp4 video file with h.264 video and aac audio, as these are supplied by My Speech Repository. You can however use videos from other sources, as long as the codec requirements are met.

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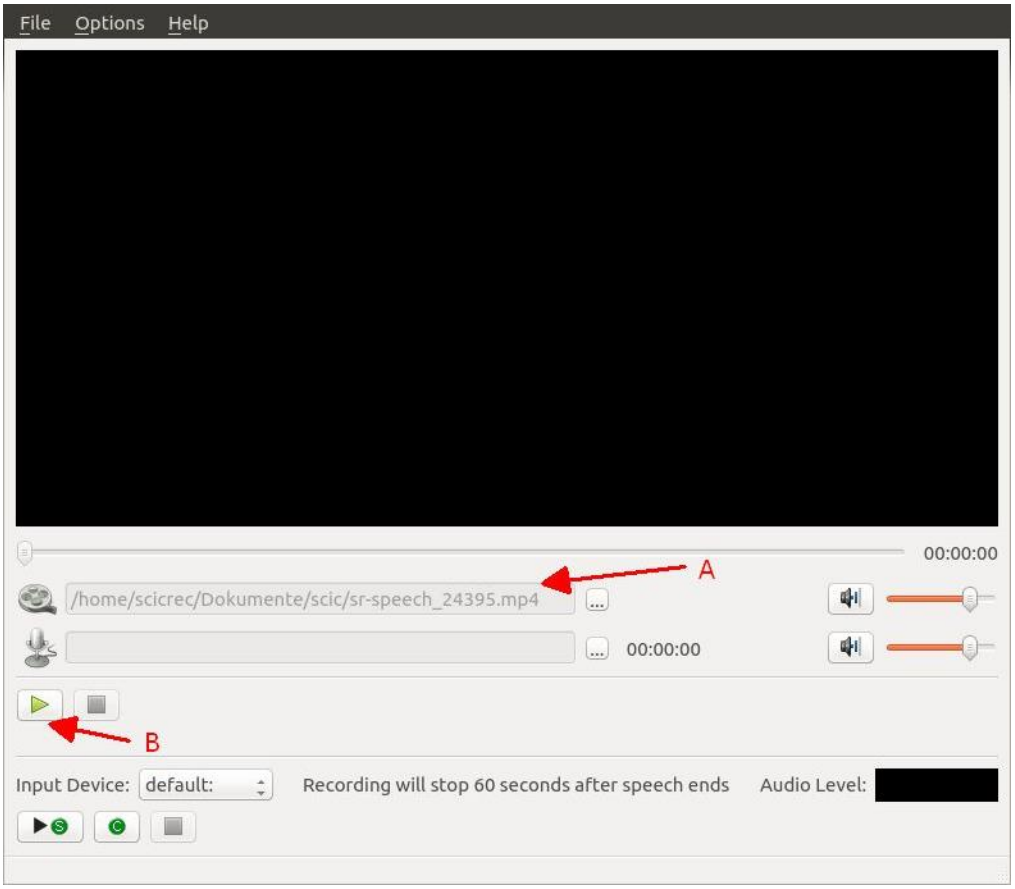
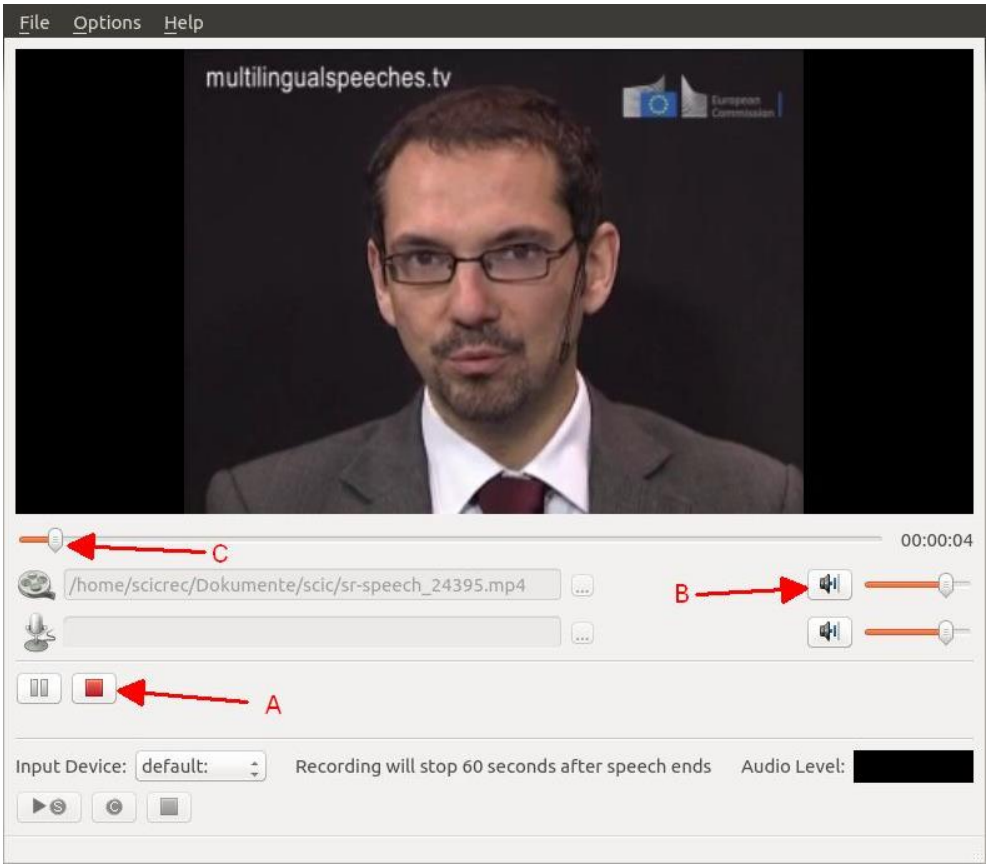


After you have selected the desired video file, the file name will be displayed underneath the Video Image (**A**). The play button in the playback controls area will now be enabled (**B**) and by clicking on it, you can start the playback of the video.



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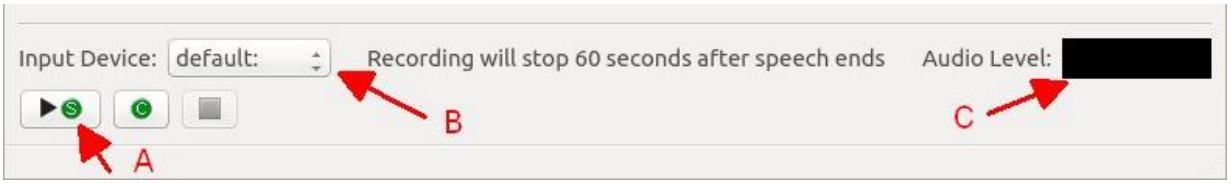
During playback, the stop button will become enabled (**A**) and you can stop the playback by clicking on that button. You can also control the volume of the video with the volume control (**B**) directly next to the display of the video file name. Furthermore you can position the video via the slider in the progress bar (**C**).

It is possible to simultaneously play back a separate audio track along with the video; see the chapter about reviewing simultaneous interpretations for a more detailed description.

10.4. Simultaneous Interpretation

Recording

In preparation for recording a simultaneous interpretation, first open the video file you want to base your interpretation on. You can find a more detailed description in the section "Video Playback".



After the video file has been opened, the button for simultaneous recording in the record controls area will become enabled (**A**).

Should your computer have more than one audio source, you need to select the audio device you want to use for the recording (**B**). In case of no audio source available in the list, check if your microphone is connected correctly (or reinstall the drivers). SCICRec will not enable the recording buttons if no audio source is available on the device.

Please note that the audio level is also displayed in the audio level meter on the right of the recording area (**C**). While recording, if you see only a low level of red or only a black box, try to adjust the volume settings of your audio input.

In order to start the recording, click on the simultaneous recording button and as a next step provide a file name for the recorded interpretation. You can confirm the suggested file name or change it if you wish. The video will then start to play back and you can start recording your interpretation.

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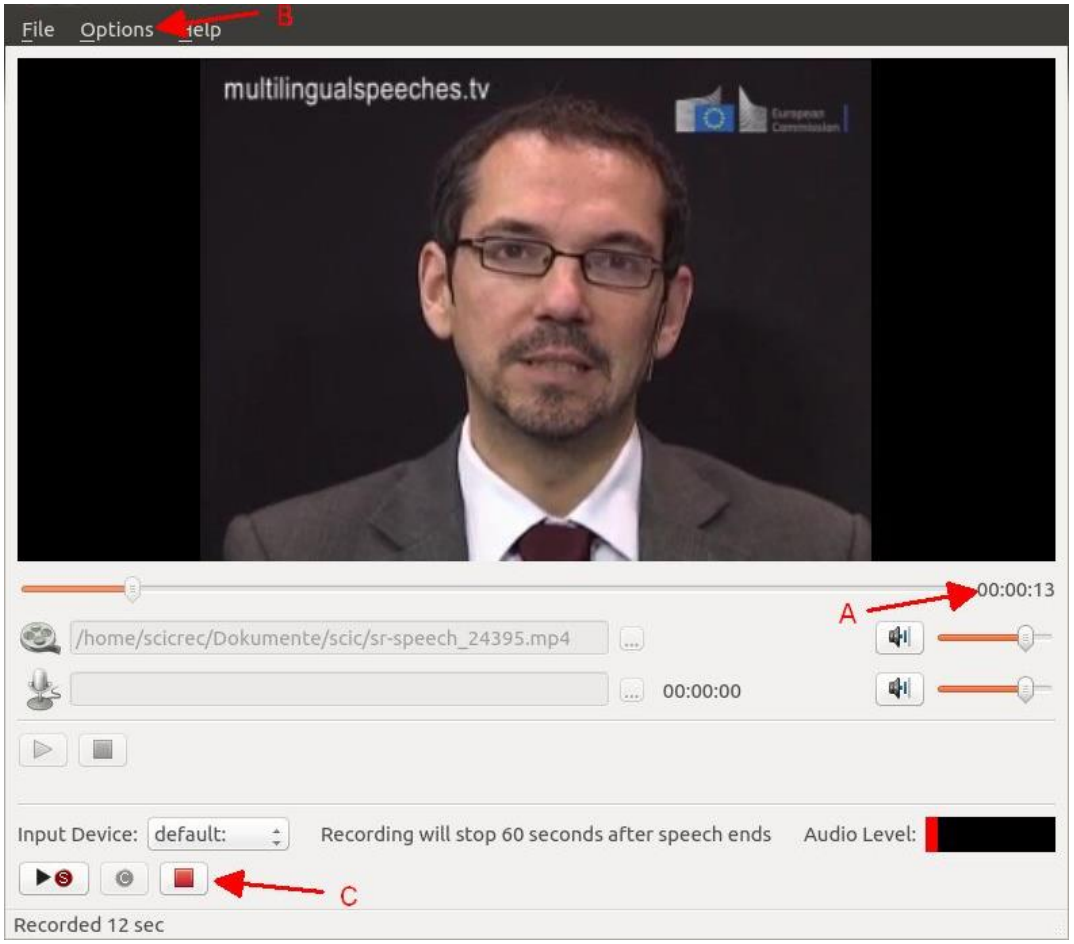

During playback of the video, the elapsed time is displayed in the video timer next to the progress bar (**A**). Clicking on the timer will toggle the display between elapsed time and time left.

If you find the audio level or the timers distracting, you can completely disable these using the options menu (**B**).

The recording will automatically stop after a grace period, when the video has run out. This will provide you with some extra time in order to finish your interpretation. The default value for this period is 60 seconds. You can change this value to your preference using the option menu using the function “Set delayed simultaneously recording stop“.

You can stop recording any time by clicking the stop button in the recording area (**C**). However, if you want to upload your interpretation on My Speech Repository, it will be rejected if it is shorter than the original video.

After the recording has been finished, SCICRec will generate an ogg audio file. For technical reasons an intermediate audio file in the wav format will be produced, which is automatically deleted after the ogg file generation is complete. Should you for any reason want to keep your recording as a wav file as well, you can disable the deletion in the options menu (**B**).

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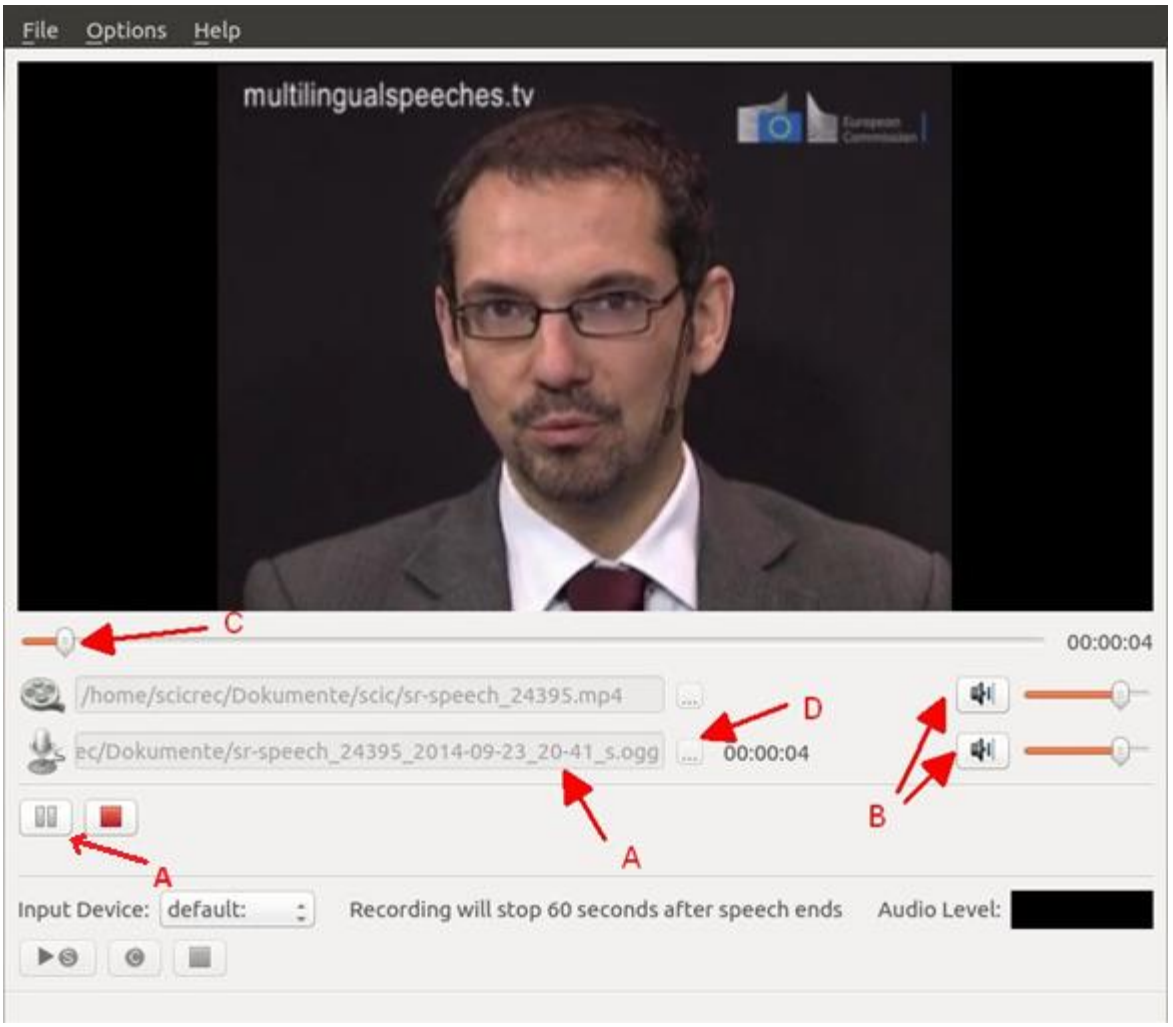
Review



Once the recording has been finished, you can play it back by clicking on the play/pause button (**A**). The video and the audio are played back simultaneously. You can use the two volume controls (**B**) in order to control the volume sound of the original and the recording. It is also possible to use the slider in the progress bar (**C**) to navigate both video and audio in parallel.

If you want to review an interpretation which has been recorded earlier or even sent to you by someone else, you can first open the corresponding video (see chapter "video playback") and then the corresponding audio file (**D**).

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10.5. Consecutive Interpretation

Recording

Please read the recording chapter for simultaneous recording first, since most options and configuration options also apply to consecutive recording.

The main difference is that it is not mandatory to open a video for playback first. However it is recommended to open the video of the underlying speech, because it will have an influence on the suggested file name, which will make it easier to determine the underlying speech from the file name of the recording later.

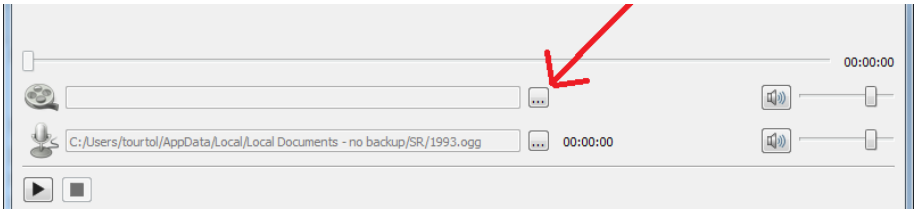
Use the consecutive recording button to start a consecutive recording (**A**). This recording process will not stop automatically, since there is no way to predict how much time will be needed. Use the stop button (**B**) in the recording area in order to finish the consecutive recording.

Review

Once the recording has been finished, the resulting audio file will automatically appear in the playback area.

If you opened a video file earlier, it is recommended to deselect it first by:

1. Using the open function next to the video file path.



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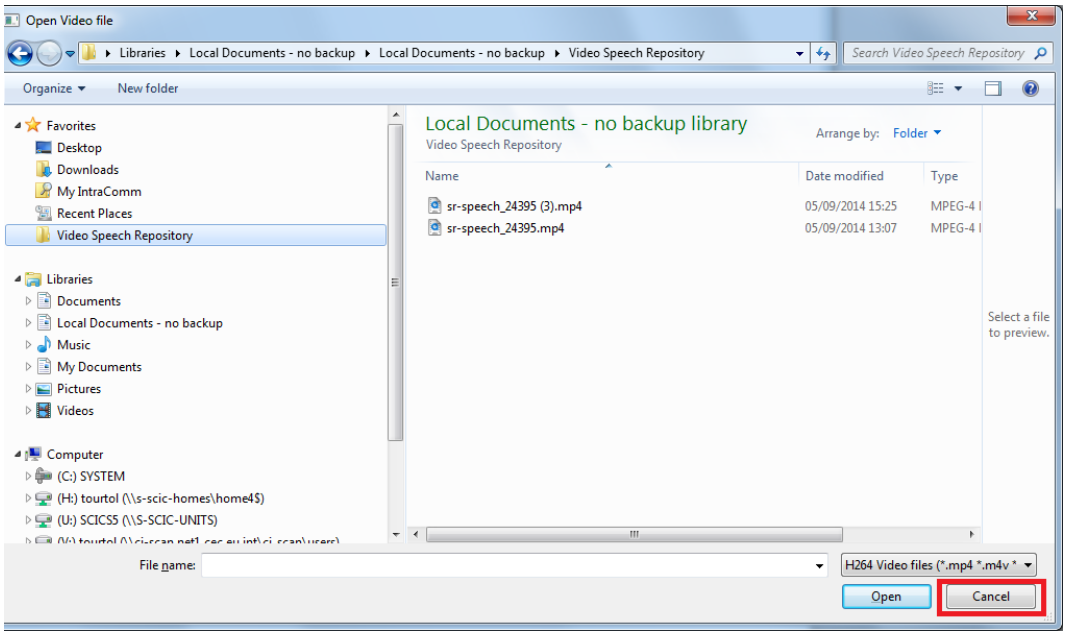
2. Clicking on cancel in the new window which has opened.



You can now click on play in order to listen to your consecutive recording.

Again, you can use the slider in the progress bar and stop the playback via the stop button in the playback area.

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