

Sheffield Hallam University

Lecture Capture Procurement process

Questions for Pre-information Notice

The University has the intention to procure a lecture capture solution with the following parameters:

We are looking for a lecture capture system to only carry out audio recording of the lecturer alongside anything presented on screen, such as PowerPoint slides, which are then made available to students through the University's Virtual Learning Environment (Blackboard) to which staff and students have access.

It is essential that the system we procure can interface with Blackboard.

We intend to make recordings available to staff and students but not to the public.

We intend to initially equip 26 lecture theatres with lecture capture functionality in time for the start of the next academic year in September 2020.

The University has approximately 30,000 students and 1,750 teaching staff who will be expected to engage with lecture capture.

We intend to award a contract for the provision of lecture capture software for 3 years initially with an optional additional 2 years. We envisage equipping additional lecture theatre and seminar rooms for lecture capture during the contract period.

The University will procure microphones and webcams separately.

The University requires some prior information in order to inform our tender specification:

1. What is the minimum hardware specification (i.e. PC and lectern) and operating system your software requires for lecture capture in lecture theatres?
2. What is the recommended hardware specification (i.e. PC and lectern) and operating system your software requires for lecture capture in lecture theatres?
3. Please outline the specification and compatibility of hardware boxes you would recommend for use with your solution, alongside details of required available analogue and/or digital inputs and outputs.

4. We intend to use Revolab microphones and Logitech cameras in our lecture theatres. Please advise whether these would be compatible with your software and hardware and describe connectivity requirements and options.
5. Is your pricing based on licencing costs of number of hours of content uploaded to the system or based on number of hours downloaded by students?
6. Please outline your estimated timeline from the award of a contract to the completion of implementation work